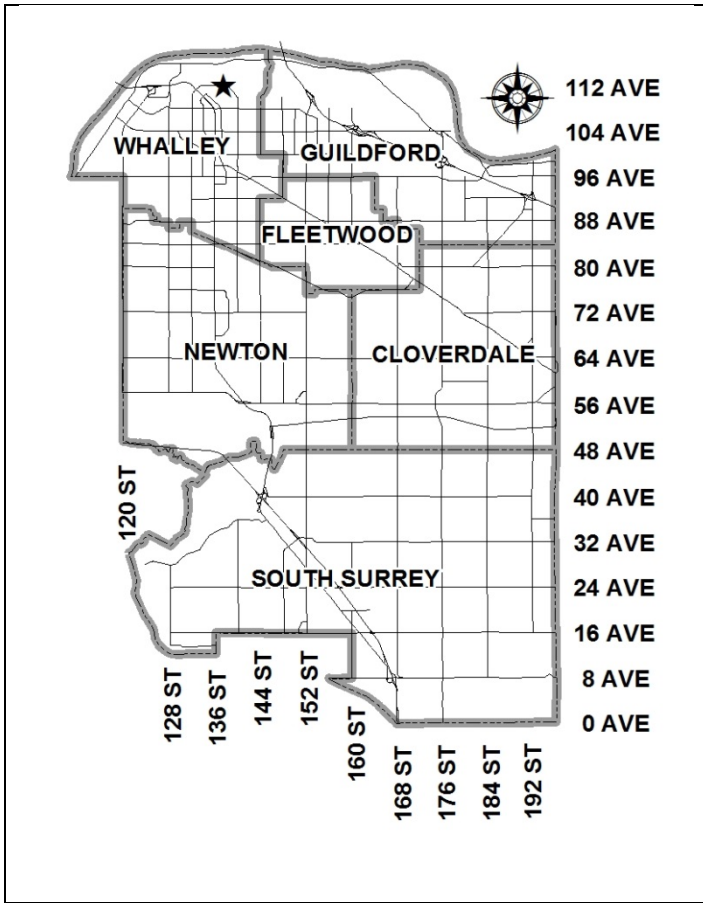


City of Surrey
PLANNING & DEVELOPMENT REPORT

File: 7914-0155-00

Planning Report Date: May 2, 2016

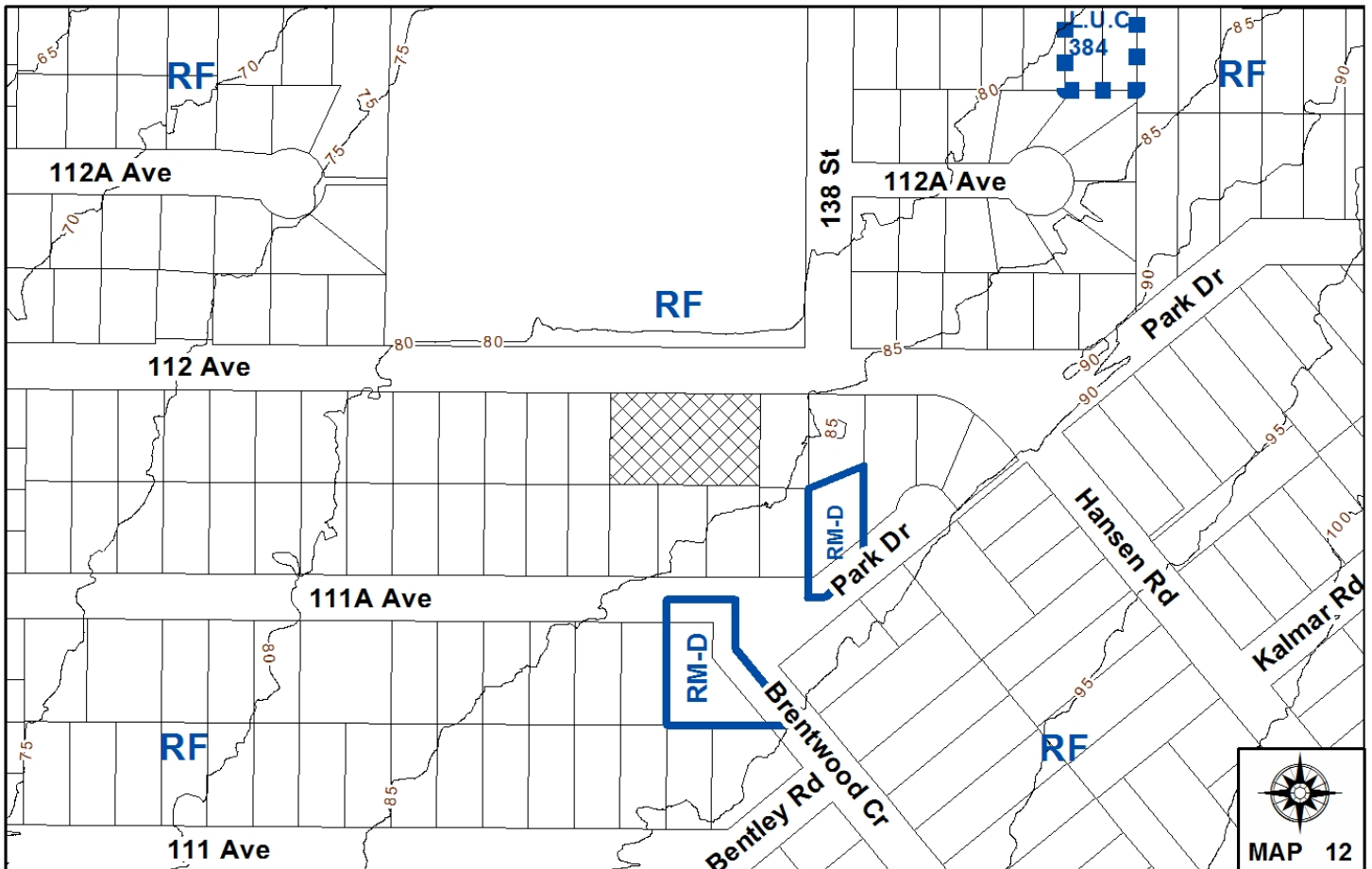


PROPOSAL:

- Rezoning from RF to RF-10
- Heritage Revitalization Agreement
- Development Variance Permit

to allow subdivision into 6 single family small lots and to preserve the Galbraith House on proposed Lot 1.

LOCATION: 13756 - 112 Avenue
OWNER: 1062054 BC Ltd.
ZONING: RF
OCP DESIGNATION: Urban
CITY CENTRE PLAN DESIGNATION: Single Family/Duplex (o.6 FAR)



RECOMMENDATION SUMMARY

- Approval for Development Variance Permit to proceed to Public Notification.
- By-law Introduction and set date for Public Hearing for rezoning.
- By-law Introduction for Heritage Revitalization Agreement.

DEVIATION FROM PLANS, POLICIES OR REGULATIONS

- Seeking to reduce the minimum required front yard setback of the RF-10 Zone for the principal building on proposed Lots 2 to 6.

RATIONALE OF RECOMMENDATION

- Complies with the designations in the OCP and the City Centre Plan.
- The proposed Heritage Revitalization Agreement will protect the historic Galbraith House on proposed Lot 1.
- The proposed single family small lots have merit given the location within City Centre and proximity to schools.
- The proposed single family small lot development will provide alternate driveway access through the introduction of a rear lane and will provide sufficient road widening of 112 Avenue.
- The proposed development will offer another housing choice for this area of City Centre.

RECOMMENDATION

The Planning & Development Department recommends that:

1. a By-law be introduced to rezone the subject site from "Single Family Residential Zone (RF)" to "Single Family Residential 10 Zone (RF-10)" and a date be set for Public Hearing.
2. a By-law be introduced to allow the property owner and the City of Surrey to enter into a Heritage Revitalization Agreement to allow for the restoration and maintenance of the Galbraith House at 13756 – 112 Avenue, on proposed Lot 1 (Appendix IX).
3. Council approve Development Variance Permit No. 7914-0155-00 (Appendix VIII) varying to reduce the minimum front yard setback of the RF-10 Zone for proposed Lot 2 to 6, from 4 metres (13 ft.) to 2.5 metres (8 ft.) for the principal building and from 2.5 metres (8 ft.) to 1 metre (3 ft.) to the porch or veranda, to proceed to Public Notification.
4. Council instruct staff to resolve the following issues prior to final adoption:
 - (a) ensure that all engineering requirements and issues including restrictive covenants, dedications, and rights-of-way where necessary, are addressed to the satisfaction of the General Manager, Engineering;
 - (b) submission of a subdivision layout to the satisfaction of the Approving Officer;
 - (c) submission of a finalized tree survey and a statement regarding tree preservation to the satisfaction of the City Landscape Architect;
 - (d) the applicant address the concern that the development will place additional pressure on existing park facilities to the satisfaction of the General Manager, Parks, Recreation and Culture;
 - (e) registration of a Section 219 Restrictive Covenant on proposed Lots 1 to 6, to identify the specific location where garages can be constructed and to specifically prohibit encroachment or construction, including fences or any other structures, between the proposed garages;
 - (f) registration of easements for reciprocal access for building maintenance and vehicle access from the rear lane on proposed Lots 1 to 6;
 - (g) demolition of existing accessory buildings and structures to the satisfaction of the Planning and Development Department; and
 - (h) the applicant satisfy the deficiency in tree replacement on the site, to the satisfaction of the Planning and Development Department.

REFERRALS

Engineering: The Engineering Department has no objection to the project subject to the completion of Engineering servicing requirements as outlined in Appendix III.

School District: **Projected number of students from this development:**

3 Elementary students at James Ardiel Elementary School
2 Secondary students at Kwantlen Park Secondary School

(Appendix IV)

The applicant has advised that the soonest the dwelling units in this project are expected to be constructed and ready for occupancy will be April 2017.

Parks, Recreation & Culture: Parks have some concerns about the pressure this project will place on existing Parks, Recreation and Culture facilities in the neighbourhood. The applicant will be required to address these concerns prior to consideration of final adoption of the rezoning by-law.

Surrey Heritage Advisory Commission (SHAC): At the SHAC meeting on March 16, 2016, no concerns were raised and support was given for the proposed Heritage Revitalization Agreement (see Appendix X for minutes).

SITE CHARACTERISTICS

Existing Land Use: On the eastern portion of the lot is the historic Galbraith House which is proposed to be retained in the existing location. The western portion of the lot contains accessory structures which are to be demolished.

Adjacent Area:

Direction	Existing Use	OCP Designation	Existing Zone
North (Across 112 Avenue):	James Ardiel Elementary School.	Urban	RF
East:	Single family dwelling.	Urban	RF
South:	Single family dwellings.	Urban	RF
West:	Single family dwelling.	Urban	RF

DEVELOPMENT CONSIDERATIONS

- The subject property is located on the south side of 112 Avenue at 13756 – 112 Avenue. The subject property is approximately 2,649 square metres (0.65 acre) in size, designated Urban in the Official Community Plan (OCP), zoned Single Family Residential Zone (RF) and designated Single Family/Duplex (0.6 FAR) in the Land Use and Density Concept of the City Centre Plan Update.
- A combined heritage revitalization agreement, rezoning, development variance permit, and subdivision application has been submitted in order to allow the subject parcel to be rezoned and subdivided into six (6) RF-10 lots and to retain the historic Galbraith House.
- At the April 18, 2016 Regular Council Meeting, Council approved the recommendation in Corporate Report No. Rogo, to include the Galbraith House in the Surrey Heritage Register.
- The subject site is at the crest of the hill, with attractive views of the mountains to the north.

Proposed Subdivision Layout

- The applicant proposes a six-lot single family small lot subdivision with all lots fronting 112 Avenue (Appendix II). All lots will have access provided by a rear lane with a temporary lane access from 112 Avenue along the west side of the development site.
- All proposed lots meet the minimum lot width, depth and size requirements of the RF-10 Zone (Type I – Interior Lots) as outlined in the chart below:

	RF-10 Zone	Proposed Lots	
	Type I (Interior Lots)	Proposed Lot 1 (Interior Lot) with Galbraith House	Proposed Lots 2 - 6 (Interior Lots)
Lot Area	291 m ² (3,130 ft ²)	496 m ² (5,339 ft ²)	306 m ² (3,294 ft ²)
Lot Width	9.7 m (32 ft.)	16.14 m (53 ft.)	9.95 m (33 ft.)
Lot Depth	30 m (98 ft.)	30.8 m (101 ft.)	30.8m (101 ft.)

- Proposed Lots 2 to 6 require a Development Variance Permit for a relaxation to the front yard setback (see By-law Variance section).

Lot Grading and Building Design

- A preliminary lot grading plan submitted by the applicant's consultant has been reviewed by staff and found to be generally acceptable. The applicant proposes to have in-ground basements on all lots. The Galbraith House on proposed Lot 1 currently has a full basement.
- The applicant has retained Michael Tynan of Tynan Consulting Ltd. as the Design Consultant. The Design Consultant conducted a character study of the surrounding homes and based on the findings of the study, proposed a set of building design guidelines (Appendix V). The guidelines will facilitate neo-traditional, neo-heritage or a compatible style.
- To reduce massing and to protect views to the north for residents to the south, the building scheme will stipulate maximum floor heights for the basement, main floor and upper floor of

2.44 metres (8 ft.), 2.74 metres (9 ft.) and 2.44 metres (8 ft.) respectively. A reduced roof pitch of 8:12 is also proposed as well as prohibiting dormers to protect view corridors between the roofs.

RF-10 Zone, Parking and Access

- On July 29, 2013, the new RF-10 Zone was approved and is intended to replace the RF-9 Zone for new single family small lot proposals (Corporate Report No. R119;2013).
- The proposed RF-10 zoning for the subject site has merit as it will incorporate a rear lane to provide alternate access for homes along 112 Avenue which is designated as an arterial road; retain the historic Galbraith House; and provide another housing option for this area of City Centre.
- The subject site is located on 112 Avenue which is an arterial road and requires 3.44 metres (11 ft.) of dedication. It is anticipated that other lots fronting 112 Avenue will redevelop into RF-10 lots, which will address the required road widening requirement.
- The RF-10 lots are intended to be accessed from the rear lane with detached garages being located 1.2 metres (4 ft.) from the lane, resulting in two parking spaces being provided within the double garage.
- Due to the depth of the parent lot (40.2 metres/132 ft.), the provision of a 6-metre (20 ft.) wide lane and the 3.44 metres (11 ft.) road widening of 112 Avenue, the siting of the garage cannot be increased from the lane without significantly compromising the house size and a useable back yard. However, the side yard setback requirement provides an additional parking space on the concrete pad between the garage and the side property line (see Appendix VII).
- A Restrictive Covenant will be registered over proposed Lots 1 to 6 to enable maintenance of the rear garages and to provide more efficient use of rear yard space, no buildings, structures or fencing will be permitted to encroach into the space between the garages. In addition, reciprocal access easements for maintenance and access will be required between the properties.
- The proposed temporary lane access located along the west property line is 6 metres (20 ft.) wide and approximately 200 square metres (2,152 sq. ft.) in area and will be discontinued in the future when the east-west lane connects to a new north-south road.

TREES

- Nick McMahon, ISA Certified Arborist of Arbortech Consulting prepared an Arborist Assessment for the subject property. The table below provides a summary of the tree retention and removal by tree species:

Table 1: Summary of Tree Preservation by Tree Species:

Tree Species	Existing	Remove	Retain
Deciduous Trees (excluding Alder and Cottonwood Trees)			
American linden	5	5	0
Apple	2	2	0
Flowering cherry	1	1	0
Paper Birch	1	1	0
Total	9	9	0
Total Replacement Trees Proposed (excluding Boulevard Street Trees)		0	
Total Retained and Replacement Trees		0	
Contribution to the Green City Fund		\$5,400	

- The Arborist Assessment states that there are a total of 9 mature trees on the site with none of the trees being Alder and Cottonwood trees. It was determined that no trees can be retained as part of this development proposal (Appendix VI). The proposed tree retention was assessed taking into consideration the location of services, building footprints, road dedication and proposed lot grading.
- For those trees that cannot be retained, the applicant will be required to plant trees at a 2 to 1 replacement ratio. This will require a total of 18 replacement trees on the site. Since no replacement trees can be accommodated on the site due to the small size of the RF-10 lots, the deficit of 18 replacement trees will require a cash-in-lieu payment of \$5,400, representing \$300 per tree, to the Green City Fund, in accordance with the City's Tree Protection By-law.
- In summary, a no trees are proposed to be retained or replaced on the site however the applicant will contribute \$5,400 to the Green City Fund.

Background on the Galbraith House and Proposed Heritage Revitalization Agreement

- The historic Galbraith House (the House) is located at 13756 – 112 Avenue on the western side of the subject lot. The house is in very good condition and is proposed to be retained in its existing location.
- In 2010, the Galbraith House was identified as a potential heritage resource through the Surrey City Centre Heritage Review. In 2011, following an inquiry on the property, the Surrey Heritage Advisory Commission (SHAC) allocated funds to have a heritage consultant evaluate the House to determine whether it would qualify for addition to Surrey's Heritage Register. The evaluation concluded that that the House possessed sufficient heritage value to be included in the Heritage Register. At that time, the SHAC recommended that staff be directed to work with the owners of the Galbraith House to prepare an Heritage Revitalization Agreement (HRA) for the house in conjunction with any future application.

- At the March 16, 2016 SHAC meeting, the subject development proposal and associated HRA was reviewed by the SHAC and endorsed. At the same meeting, the House was recommended to be added to the Surrey Heritage Register (see Appendix X). On April 18, 2016 following consideration of Corporate Report No. R090, Council approved the House to be added to the Surrey Heritage Register.
- Constructed circa 1933, the Galbraith House is significant for its connection to the interwar development of the Port Mann neighbourhood of Surrey and its association with the original owner, David Galbraith, who commissioned the construction of the modest, vernacular farmhouse.
- The key elements that define the heritage character of the Galbraith House include its:
 - Location on 112 Avenue in the Port Mann neighbourhood of Surrey;
 - Wood-frame construction;
 - Residential form, scale and massing, as expressed by its one-storey height with full basement;
 - Vernacular farmhouse architecture featuring a clipped side-gabled roof and projecting clipped front-gabled entryway;
 - Variety of original wooden sash and frame window assemblies, including tripartite units on the front façade featuring an arched central fixed light flanked by narrow double-hung windows with arched upper sashes with leaded glass, and arched light casement assemblies at the foundation level;
 - Original wooden front door with arched central light with leaded glass; and
 - Central internal red brick chimney.
- The proposed Heritage Revitalization Agreement (HRA) (Appendix VIII) prescribes the terms and conditions of continuing protection for the heritage value and heritage character of the Galbraith House and its environs. The HRA contains a detailed conservation plan that outlines the changes that can be made to elements including the foundation, exterior walls, front porch, windows and window trim, door and door trim, chimney and colour schedule.
- The proposed HRA includes a compensation requirement in the amount of \$56,537.48 for the loss in heritage value and construction of a replica in the event that the existing structure is destroyed in the future (except if due to natural causes).
- As the proposed HRA does not affect use or density, the by-law for the HRA does not require a Public Hearing.
- No variances are required for proposed Lot 1 (the lot intended for the House) as part of the HRA. To ensure future owners are aware of the HRA after the Heritage Revitalization Agreement By-law is approved by Council, a notice (not the by-law) will be registered on the title of proposed Lot 1 in the Land Title Office.

PRE-NOTIFICATION

Pre-notification letters were sent October 16, 2014 and a development sign was installed in June 2015. Staff received comments from 4 residents, as described below:

- Some residents would prefer to see only three (3) lots develop that are similar in size to neighbouring lots.

(The existing RF Zone would allow a subdivision of up to 4 single family lots without requiring a rezoning. The homes in the RF Zone would likely be substantially larger than existing homes in the area which are predominantly undersized split level homes from the 1980s and earlier.

The proposed RF-10 lots allow for homes that are substantially smaller than homes that could be constructed under the RF Zone.)

- Residents to the south of the proposed development are concerned with loss of views.

(The existing Galbraith House is proposed to remain so views from south of the western portion of the lot will be unchanged. To reduce massing and height of the proposed homes on proposed Lots 2 to 6, the building scheme stipulates reduced floor heights for the basement, main floor and upper floor of 2.44 metres (8 ft.), 2.74 metres (9 ft.) and 2.44 metres (8 ft.) respectively. Furthermore, a reduced roof pitch and prohibition of roof dormers will also be placed in the building scheme to minimize view obstructions.

The proposed RF-10-zoned homes will also have less massing compared to substantially larger and wider RF-zoned homes.)

SUSTAINABLE DEVELOPMENT CHECKLIST

The applicant prepared and submitted a sustainable development checklist for the subject site on March 14, 2016. The table below summarizes the applicable development features of the proposal based on the seven (7) criteria listed in the Surrey Sustainable Development Checklist.

Sustainability Criteria	Sustainable Development Features Summary
1. Site Context & Location (A1-A2)	<ul style="list-style-type: none"> • Site is located within City Centre and is in an infill area. • Site is located close to schools.
2. Density & Diversity (B1-B7)	<ul style="list-style-type: none"> • Development includes retention of the Galbraith House which will be protected through an HRA.
3. Ecology & Stewardship (C1-C4)	<ul style="list-style-type: none"> • Development includes perforated pipe systems and sediment control devices.
4. Sustainable Transport & Mobility (D1-D2)	<ul style="list-style-type: none"> • N/A
5. Accessibility & Safety (E1-E3)	<ul style="list-style-type: none"> • N/A

Sustainability Criteria	Sustainable Development Features Summary
6. Green Certification (F1)	• N/A
7. Education & Awareness (G1-G4)	• N/A

BY-LAW VARIANCE AND JUSTIFICATION

(a) Requested Variance:

- To reduce the minimum front yard setback of the RF-10 Zone from 4 metres (13 ft.) to 2.5 metres (8 ft.) for the principal building and from 2.5 metres (8 ft.) to 1 metre (3 ft.) to the porch or veranda for proposed Lots 2 to 6.

Applicant's Reasons:

- The applicant wishes to maintain a consistent streetscape with the neighbouring homes along 112 Avenue.
- The proposed setback variance allows for a more functional floor plan and increases the floor space of the proposed house.

Staff Comments:

- The subject lot is located on 112 Avenue, which is designated an arterial road. The Surrey Major Road Allowance Map, attached as Schedule K to the Subdivision and Development By-law No. 8830, identifies a 30-metre (98 ft.) wide road allowance for arterial roads. The current 30-metre (98 ft.) wide road allowance for an arterial road, approved by Council in 2012, is a 3-metre (10 ft.) increase from the previous arterial road allowance of 27 metres (89 ft.).
- Part 7 Special Building Setbacks of Zoning By-law No. 12000 stipulates that the setback of buildings on a lot abutting an existing or future major road as shown in the Surrey Major Road Allowance Map, shall be the sum of one-half of the ultimate highway allowance shown in the Major Road Allowance Map measured from the centreline of the ultimate highway allowance plus the required setback of the zone in which the lot is located.
- In reviewing this portion of 112 Avenue, the Engineering Department has concluded that a reduced road allowance of 27 metres (89 feet), or 13.5 metres (44 feet) from centreline, is sufficient in this location as obtaining a full 30-metre (98 ft.) width is not feasible. Approximately, 3.44 metres (11 ft.) of road widening will be required from the subject site to achieve the 13.5 metres (44 ft.) of road allowance from the centreline.
- In the case of the subject lot, although Engineering is only requiring 13.5 metres (44 ft.) of road allowance from the ultimate centreline of 112 Avenue, the required front yard setback is still 15 metres (49 ft.) from the ultimate centreline plus the 4-metre (13 ft.)

front yard setback requirement of the RF-10 Zone, for a total setback of 19 metres (62 feet) from the ultimate centreline of 112 Avenue. This equates to an additional 1.5 metres (5 ft.) of setback being required from the future front lot line along 112 Avenue after dedication, than is typical under the RF-10 Zone where the Special Building Setbacks do not apply.

- Rather than vary the road allowance requirement for an arterial road, as specified in Schedule K of the Subdivision and Development By-law, staff support a variance to the front yard setback requirement of the RF-10 Zone.
- To achieve a consistent streetscape along this portion of 112 Avenue, a variance to the front yard setback of the RF-10 Zone from 4 metres (13 feet) to 2.5 metres (8 ft.) is supported. This would provide a building setback from the ultimate centreline of 112 Avenue of 17.5 metres (56 feet), based on the one-half of the road allowance requirement for an arterial road (15 metres/49 feet) plus a 2.5-metre (8 ft.) front yard setback.
- Staff support the requested variance.

INFORMATION ATTACHED TO THIS REPORT

The following information is attached to this Report:

Appendix I.	Lot Owners, Action Summary and Project Data Sheets
Appendix II.	Proposed Subdivision Layout
Appendix III.	Engineering Summary
Appendix IV.	School District Comments
Appendix V.	Building Design Guidelines Summary
Appendix VI.	Summary of Tree Survey and Tree Preservation
Appendix VII.	Footprint Analysis and Parking Concept for Proposed Lots
Appendix VIII.	Development Variance Permit No. 7914-0155-00
Appendix IX.	Heritage Revitalization Agreement By-law (includes Building Photos and Conservation Plan)
Appendix X.	Minutes of Surrey Heritage Advisory Commission

original signed by Judith Robertson

Jean Lamontagne
General Manager
Planning and Development

JKS/dk

SUBDIVISION DATA SHEET

Proposed Zoning: RF-10

Requires Project Data	Proposed
GROSS SITE AREA	
Acres	0.65 acre
Hectares	0.263 hectare
NUMBER OF LOTS	
Existing	1
Proposed	6
SIZE OF LOTS	
Range of lot widths (metres)	9.95 – 16.14 metres
Range of lot areas (square metres)	306 – 496.3 m ²
DENSITY	
Lots/Hectare & Lots/Acre (Gross)	10.2 upa and 25/uph
Lots/Hectare & Lots/Acre (Net)	13.15 upa and 33/uph
SITE COVERAGE (in % of gross site area)	
Maximum Coverage of Principal & Accessory Building	52%
Estimated Road, Lane & Driveway Coverage	10%
Total Site Coverage	62%
PARKLAND	
Area (square metres)	
% of Gross Site	
	Required
PARKLAND	
5% money in lieu	YES
TREE SURVEY/ASSESSMENT	
	YES
MODEL BUILDING SCHEME	
	YES
HERITAGE SITE Retention	
	YES
FRASER HEALTH Approval	
	NO
DEV. VARIANCE PERMIT required	
Road Length/Standards	NO
Works and Services	NO
Building Retention	NO
Others	NO

**SUBDIVISION PLAN OF LOT 81, SECTION 14,
BLOCK 5 NORTH, RANGE 2 WEST,
NEW WESTMINSTER DISTRICT, PLAN 50717**

City of Surrey B.C.G.S. 92G.026



SCALE - 1 : 500
All distances are in metres

Integrated Survey Area No. 1
City of Surrey, NAD83 (CSRS)

This Plan Shows Ground Level Measured Distances
Prior To Computation Of U.T.M. Coordinates,
Multiply By Combined Factor 0.99859285

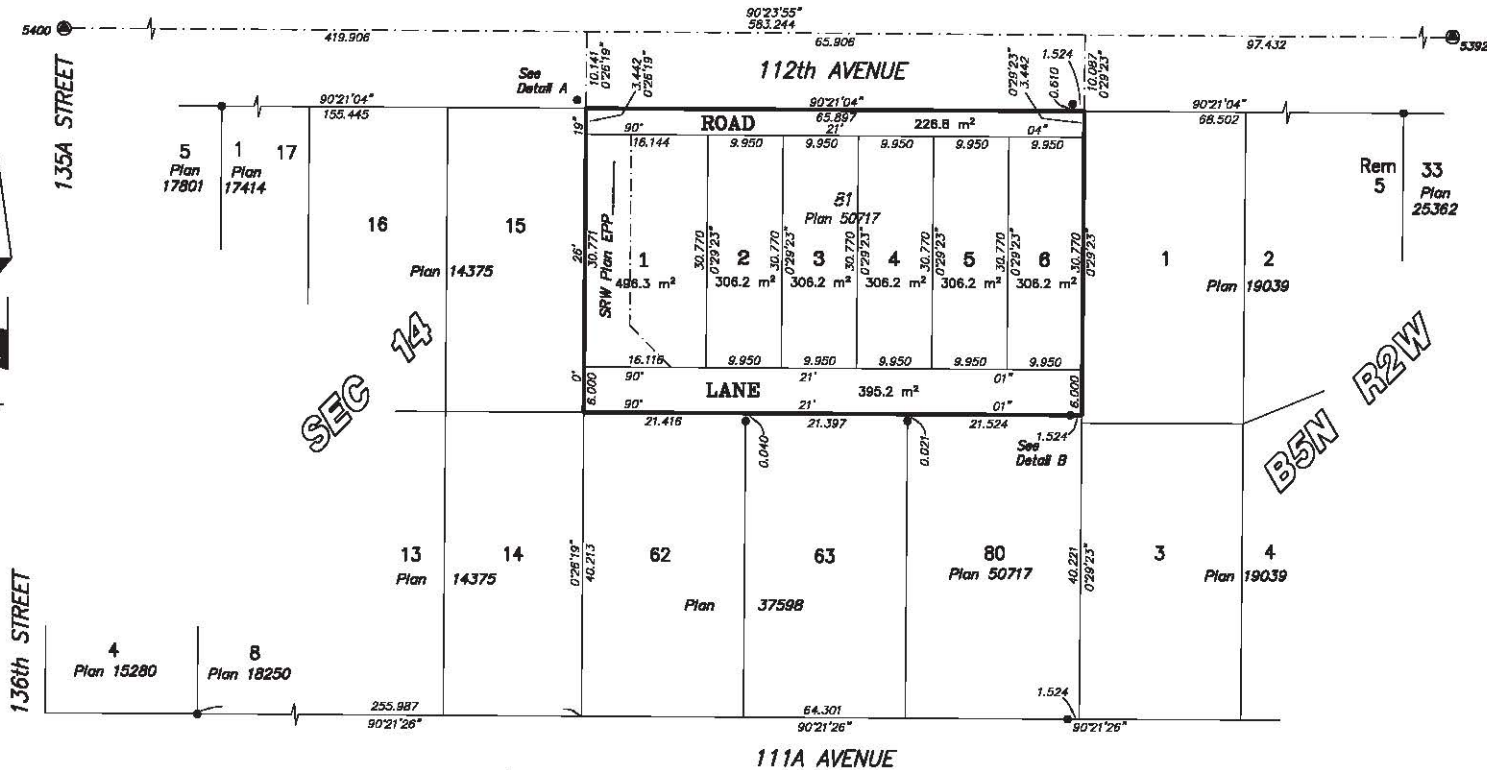
Grid Bearings Are Derived From Observations
Between Control Monuments 5392 & 5400

LEGEND:

- Denotes standard iron post found
- Denotes standard iron post set
- ⊙ Denotes concrete monument found



PRELIMINARY



Detail B
Not to Scale

This plan lies within the jurisdiction of
the Approving Officer of the City of Surrey

Cameron Land Surveying Ltd.
B.C. Land Surveyors
Unit 206 - 16055 Fraser Highway
Surrey, B.C. V4N 0G2
Phone: 604-597-3777
Fax: 604-597-3783

This plan lies within the Greater Vancouver Regional District

TO: **Manager, Area Planning & Development
- North Surrey Division
Planning and Development Department**

FROM: **Development Services Manager, Engineering Department**

DATE: **December 23, 2014** PROJECT FILE: **7814-0155-00**

RE: **Engineering Requirements
Location: 13756 112 Avenue**

HERITAGE REVITALIZATION AGREEMENT (HRA)

There are no engineering requirements relative to the HRA.

REZONE/SUBDIVISION

Property and Right-of-Way Requirements

- dedicate 3.442 metres along 112 Avenue for a 27.0-metre wide arterial road standard;
- provide a 0.5-metre wide Stat. Right-of-Way (SROW) along 112 Avenue;
- dedicate 6.0 metres for the rear lane, along the southern property line;
- provide a 6.0-metre wide SROW for the interim access lane, along the western property line; and
- provide a 5.5-metre x 5.5-metre SROW at the intersection of the rear lane and the interim access lane for a corner cut.

Works and Services

- construct 112 Avenue to a City Center arterial road standard;
- construct the 6.0-metre wide interim access lane and provide cash-in-lieu for its removal;
- construct the 6.0-metre wide rear lane;
- construct drainage facilities to service the lane and interim access lane;
- provide cash-in-lieu for the removal of the temporary storm main within the interim access lane;
- abandon the existing drainage main within the SROW and redirect flows via the lane and interim access lane;
- address a suspected storm service connection encroachment for 13792 112 Avenue;
- abandon all existing service connections; and
- provide new storm, sanitary and water service connection to each lot.

A Servicing Agreement is required prior to Rezone/Subdivision.



Rémi Dubé, P.Eng.
Development Services Manager

SSA



Tuesday, April 05, 2016
Planning

School Enrolment Projections and Planning Update:

The following tables illustrate the enrolment projections (with current/approved ministry capacity) for the elementary and secondary schools serving the proposed development.

There are no new capital projects proposed at the elementary school or secondary school. The District is currently investigating enrolment management strategies for Kwantlen Park to reduce overcrowding and balance demand between other area secondary schools.

THE IMPACT ON SCHOOLS

APPLICATION #: 14 0155 00

SUMMARY

The proposed **6 Single family with suites** are estimated to have the following impact on the following schools:

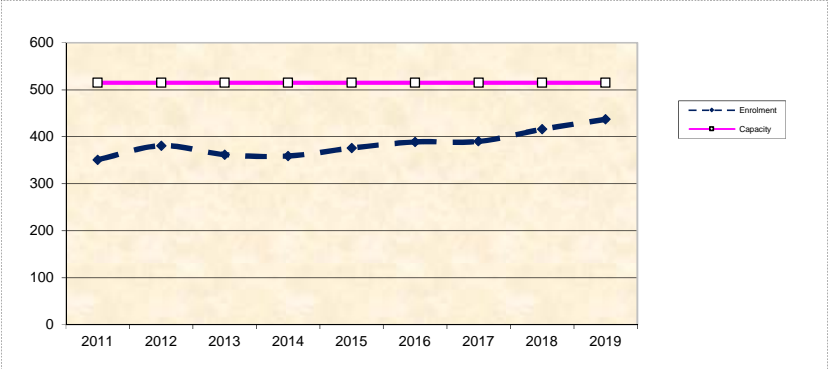
Projected # of students for this development:

Elementary Students:	3
Secondary Students:	2

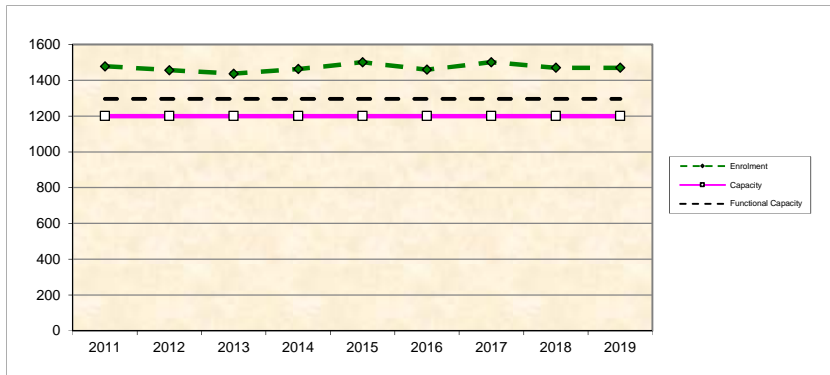
September 2015 Enrolment/School Capacity

James Ardiel Elementary	
Enrolment (K/1-7):	49 K + 327
Capacity (K/1-7):	40 K + 475
Kwantlen Park Secondary	
Enrolment (8-12):	1501
Nominal Capacity (8-12):	1200
Functional Capacity*(8-12):	1296

James Ardiel Elementary



Kwantlen Park Secondary



*Functional Capacity at secondary schools is based on space utilization estimate of 27 students per instructional space. The number of instructional spaces is estimated by dividing nominal facility capacity (Ministry capacity) by 25.

BUILDING GUIDELINES SUMMARY

Surrey Project no: 7914-0155-00
 Project Location: 13756 - 112 Avenue, Surrey, B.C.
 Design Consultant: Tynan Consulting Ltd., (Michael E. Tynan)

The draft Building Scheme proposed for this Project has been filed with the City Clerk. The following is a summary of the Residential Character Study and the Design Guidelines which highlight the important features and form the basis of the draft Building Scheme.

1. Residential Character

1.1 General Description of the Existing and/or Emerging Residential Character of the Subject Site:

This area was built out over a time period spanning from the pre-1950's to the 1970's. The age distribution from oldest to newest is: pre-1950's (11%), 1950's (11%), 1960's (56%), and 1970's (22%). A majority of homes in this area have a floor area in the under 1500 sq.ft. size range. Home size distribution is: under 1000 sq.ft. (11%), 1000 - 1500 sq.ft. (44%), 1501 - 2000 sq.ft. (11%), and 2001 - 2500 sq.ft. (33%). Styles found in this area include: "Old Urban" (75%), "West Coast Traditional" (13%), and "Heritage (Old B.C.)" (13%). Home types include: Bungalow (44%), 1 ½ Storey (11%), Basement Entry (11%), and Cathedral Entry (33%).

Massing scale (front wall exposure) characteristics include: Low mass structure (55%), and high scale, box-like massing resulting from locating the upper floor directly above or beyond the floor below, thereby exposing the entire upper floor wall mass to street views (44%). The scale (height) range for front entrance structures include: One storey front entrance (67%), and 1 ½ storey front entrance (33%).

The range of roof slopes found in this area is: 2:12 (10%), 4:12 (20%), 5:12 (30%), 7:12 (10%), 8:12 (10%), and 12:12 (20%). Main roof forms (largest upper floor truss spans) include: Main common hip roof (22%), and Main common gable roof (78%). Feature roof projection types include: None (25%), Common Hip (13%), Common Gable (25%), Boston Gable (13%), and Shed roof (25%). Roof surfaces include: tar and gravel (11%), metal (11%), interlocking tab type asphalt shingles (22%), rectangular profile type asphalt shingles (22%), and shake profile asphalt shingles (33%).

Main wall cladding materials include: Horizontal cedar siding (22%), Vertical channel cedar siding (11%), Horizontal vinyl siding (11%), and Stucco cladding (56%). Feature wall trim materials used on the front facade include: no feature veneer (9%), brick feature veneer (45%), stone feature veneer (18%), and horizontal cedar accent (27%). Wall cladding and trim colours include: Neutral (38%), Natural (54%), and Primary derivative (8%).

Covered parking configurations include: No covered parking (56%), Double carport (11%), Single vehicle garage (22%), and Double garage (11%).

Landscapes are "modest old urban" comprised of only a few shrubs and sod. Driveway surfaces include: asphalt (89%), and broom finish or smooth concrete driveway (11%).

1.2 Features of Surrounding Dwellings Significant to the Proposed Building Scheme:

- 1) **Context Homes:** The housing stock in the area surrounding the subject site does not provide suitable architectural context for a post year 2015 RF10 zone development. Massing scale, massing designs, roof designs, construction materials, and trim and detailing elements have improved significantly since most homes in this area were constructed, and proposed lot shapes are considerably different than most surrounding lots. It is more sensible therefore, to use updated standards that result in reasonable compatibility with the older homes and also result in standards that improve over time, than it is to specifically emulate the older homes by building to the older standards.
- 2) **Style Character :** Most neighbouring homes can be classified as old urban homes that have massing designs and exterior trim and detailing standards that do not meet modern standards. Rather than emulating the existing homes, the recommendation is to utilize *compatible* styles including "Neo-Traditional", "Neo-Heritage", "Craftsman-Heritage" and "Rural Heritage". It should also be recognized that there is a strong style change in progress now toward "West Coast Contemporary" designs. Manifestations of this style that are reasonably compatible with other homes approved at the subject site should also be considered. Note that style range is not specifically restricted in the building scheme. However, the consultant refers to the character study when reviewing plans for meeting style-character intent.
- 3) **Home Types :** There are a wide range of home types evident, and so some flexibility is justified. Home type (Two-Storey, Bungalow, Basement Entry, Split Level, etc..) will not be regulated in the building scheme.
- 4) **Massing Designs :** Massing designs should meet new standards for RF10 zoned subdivisions. New homes should exhibit "mid-scale" massing. Various elements and projections on the front of the home should be interesting architecturally, and should be in pleasing natural proportions to one another. These elements and projections should be located so as to create balance across the façade.
- 5) **Front Entrance Design :** Front entrance porticos should be of a human scale, limited to a maximum height of one storey, or 10 feet to ensure there is not proportional overstatement of this one element. A one storey high front entrance is an appropriate scale for homes in this zone, and is consistent with other homes in this area.
- 6) **Exterior Wall Cladding :** A wide range of cladding materials have been used in this area, including Vinyl, cedar, stucco, brick, and stone. Reasonable flexibility should therefore be permitted, including the use of vinyl siding, provided the overall quality of wall cladding materials meets or exceeds common standards for post 2010 developments.
- 7) **Roof surface :** This is area in which most homes have asphalt shingle roofs. It is expected that most new homes will also have asphalt shingle roofs, and for continuity, asphalt shingles are recommended. A single cedar shingle or concrete tile roof would stand out as inconsistent due the large difference in textures (thickness) between asphalt shingles and cedar shingles or concrete tiles, and so these products are not recommended. However, where opportunities arise to introduce new environmentally sustainable products, they should be embraced. Generally, these materials have thicknesses between asphalt shingles and cedar shingles and will not appear out of place texturally. Therefore, to ensure consistency of character, only shake profile asphalt shingles and shake profile sustainable products are recommended.
- 8) **Roof Slope :** A significant number of neighbouring homes have low slope roofs that are not well suited to the proposed style range. Emulation of the low slope roof characteristic

is therefore not recommended. Roofs slopes of 8:12 or higher are recommended, with standard exceptions to allow lower slopes at verandas (so front windows at the upper floor can be of sufficient depth) and to ensure that roofs are not overly high, resulting in over-shadowing of neighbouring lots, or resulting in view corridor blockage. However, due to emerging trends in which contemporary designs are being increasingly sought, lower slope roofs could be approved subject to the architectural integrity of the contemporary design as determined by the consultant.

Streetscape: The streetscape is typical of a pre-1950's to 1970's old growth area. With the exception of the one 1 ½ storey Heritage home to be preserved (the subject site home), homes fall into one of two categories. Either the homes are small simple Bungalows with low slope asphalt shingle surface roofs, or they are box-like Basement Entry and Cathedral Entry type structures from the late 1960's and 1970's. These homes have economical floor-over-floor massing designs that do not meet modern massing design standards. Trim and detailing features are sparse. Landscapes are considered "modest" by modern standards.

2. Proposed Design Guidelines

2.1 Specific Residential Character and Design Elements these Guidelines Attempt to Preserve and/or Create:

- the new homes are readily identifiable as one of the following styles: "Neo-Traditional", "Neo-Heritage", or compatible style which could include "West Coast Contemporary", as determined by the design *consultant*. Note that the proposed style range is not contained within the building scheme, but is contained within the residential character study which forms the basis for interpreting building scheme regulations.
- a new single family dwelling *constructed* on any *lot* meets year 2000's design standards, which include the proportionally correct allotment of mass between various street facing elements, the overall balanced distribution of mass within the front facade, readily recognizable style-authentic design, and a high trim and detailing standard used specifically to reinforce the style objectives stated above.
- trim elements will include several of the following: furred out wood posts, articulated wood post bases, wood braces and brackets, louvered wood vents, bold wood window and door trim, highly detailed gable ends, wood dentil details, stone or brick feature accents, covered entrance verandas and other style-specific elements, all used to reinforce the style (i.e. not just decorative).
- the development is internally consistent in theme, representation, and character.
- the entrance element will be limited in height (relative dominance) to one storey or 10 feet.

2.2 Proposed Design Solutions:

Interfacing Treatment with existing dwellings)

Existing neighbouring homes do not provide suitable context for the proposed RF-10 type homes at the subject site. Interfacing treatments are therefore not contemplated. Rather, massing design, construction materials, and trim element treatments will meet or exceed standards commonly found in RF-10 developments constructed in Surrey subsequent to the year 2010.

Exterior Materials/Colours: Stucco, Cedar, Vinyl, Hardiplank, Brick, and Stone. Other feature materials can be considered subject to consultant discretion.

“Natural” colours such as browns, greens, clays, and other earth-tones, and “Neutral” colours such as grey, white, and cream are permitted. Primary colours are not recommended for this development. “Warm” colours such as pink, rose, peach, salmon are not permitted. Trim colours: Shade variation of main colour, complementary, neutral, or subdued contrast only.

Roof Pitch: Minimum 8:12, with exceptions to prevent roof ridges from becoming too high (overshadowing of neighbouring lots), to allow for veranda roofs that do not cover upper floor windows, to allow for artistic expression in feature roofs, and to provide a path for exceptional designs with lower slope roofs to be approved subject to consultant approval.

Roof Materials/Colours: Only shake profile asphalt shingles with a raised ridge cap and new environmentally sustainable roofing products providing that aesthetic properties of the new materials are equal to or better than the traditional roofing products. Roofing materials for low slope feature roofs also permitted. Greys, browns, or black only.

In-ground basements: Permitted, subject to determination that service invert locations are sufficiently below grade. Basements will appear underground from the front.

Treatment of Corner Lots: Not applicable - there are no corner lots

Landscaping: *Moderate modern urban standard:* Tree planting as specified on Tree Replacement Plan plus minimum 14 shrubs of a minimum 3 gallon pot size. Sod from street to face of home. Driveways: exposed aggregate, interlocking masonry pavers, stamped concrete, or broom finish concrete.

Special requirements for view preservation :

- 1) the basement slab shall be set at the minimum basement elevation (MBE).
- 2) the basement height shall not exceed 8 feet.
- 3) the main floor height shall not exceed 9 feet.
- 4) the upper floor ceiling height shall not exceed 8 feet, except that vaulting of internal upper floor ceilings is permitted where it results in no change in exterior roof height.
- 5) roof ridges shall be aligned parallel with the side lot lines.
- 6) dormers or other roof projections facing a sideyard are not permitted.
- 7) roof slope min 7:12, max 9:12

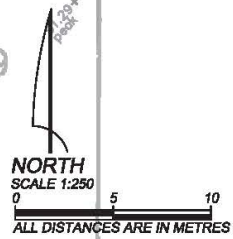
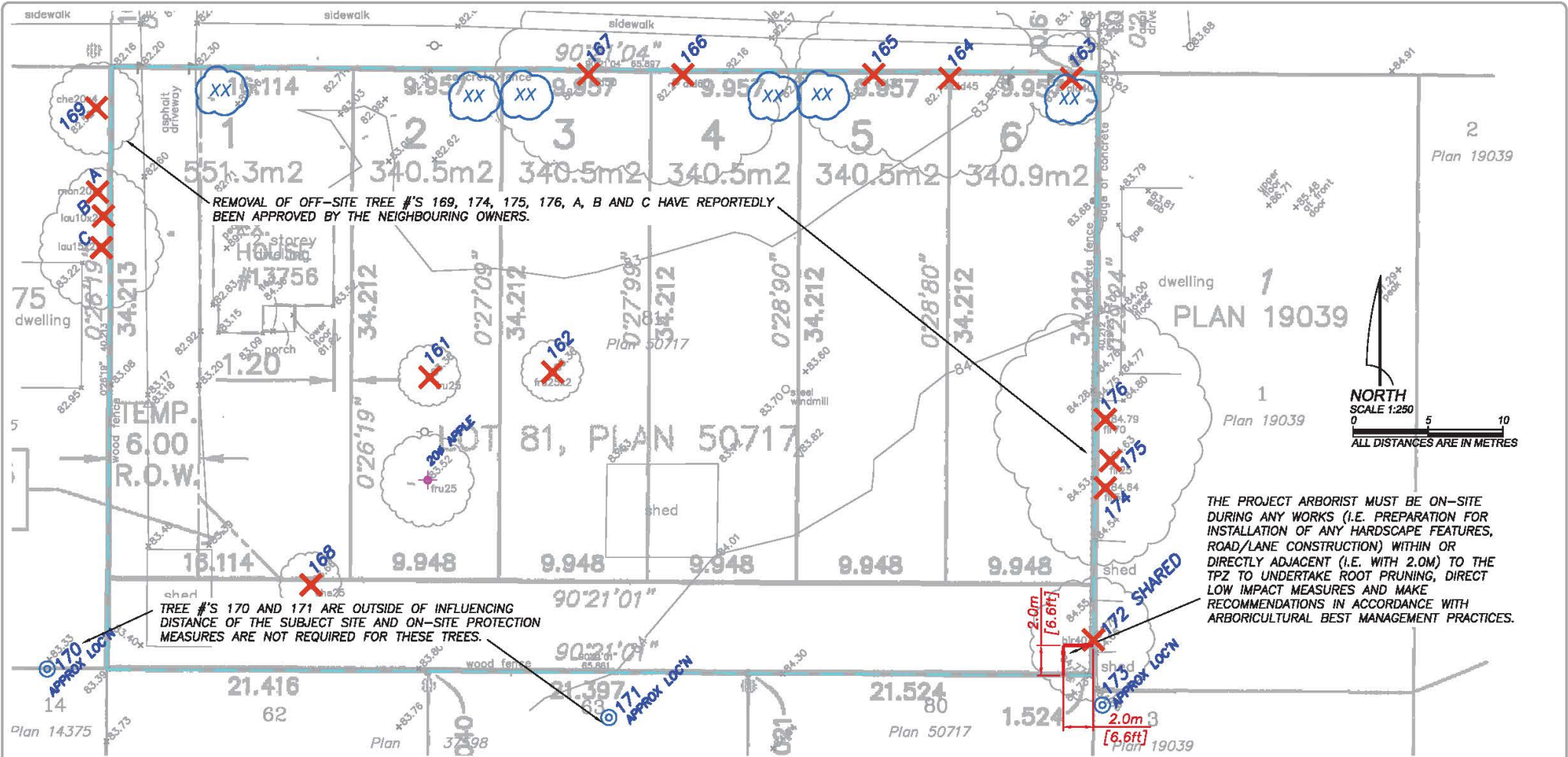
Compliance Deposit: \$5,000.00

Summary prepared and submitted by: Tynan Consulting Ltd. Date: March 24, 2016

Reviewed and Approved by:



Date: March 24, 2016



- LEGEND:**
- denotes TAG NUMBER or ID REFERENCE.
 - denotes ALDER or COTTONWOOD TREE (unlagged).
 - denotes DRIPLINE (spread of the branches and foliage) of the tree.
 - denotes RETENTION tree (proposed).
 - denotes REMOVAL tree (proposed).
 - denotes HIGH RISK REMOVAL tree (proposed).
 - denotes OFF-SITE tree (to be protected and/or owner contacted as noted).
 - denotes NON-BY-LAW undersize tree (as measured by project arborist).
 - denotes SITE or STUDY AREA BOUNDARY.
 - denotes TREE PROTECTION ZONE (TPZ) setback alignment as specified by project arborist.
 - denotes REPLACEMENT TREE proposed (conceptual location - see plant list for details).

PLAN NOTES:
This plan is based on drawings supplied by the project Surveyor (BC3), Engineer or ENGINEER and/or Design Professionals and is provided for context only as it relates to the planning and engineering of the management of existing trees. This plan does not warrant or certify the accuracy of locations of features or dimensions thereof. Refer to the original drawings from those professionals for those purposes.

SEE SHEET 1 FOR TREE DATA AND SPECIFICATIONS

acigroup.ca

ARBORTECH
ACI GROUP CONSULTING

SUITE 145 - 12051 HORSESHOE WAY, RICHMOND, BC V7A 4V4 p 604.275.3484

REV #	DATE	COMMENTS
0	JAN 11, 2016	INITIAL SUBMISSION

TREE MANAGEMENT DRAWING

PROJECT: **PROPOSED SUBDIVISION DEVELOPMENT**

ADDRESS: **13756 112th AVENUE, SURREY**

CLIENT: **COASTLAND - ROMNEY**

ACL FILE: **15422** SHEET: **2 OF 2**

significantly alter the growing environment of them. This tree retention study considers our arboricultural assessment of the trees in conjunction with our expectations of the scope of impacts from; excavation, re-grading, hard landscape installation and other factors.

Table 1. Tree Retention and Removal Quantities by Condition

CONDITION (considers health and structural assessment)	Total	Remove	Retain
UNSUITABLE A tree in very poor condition that is deemed not viable for retention in active land use areas due to pre-existing advanced health decline or significant structural defects.	8	8	0
MARGINAL A tree in poor to fair condition that has a pre-existing moderate rated defect that may affect its survival considering the proposed land use, or that could be considered for retention if the project design can accommodate the required protection zone, and conditional to certain special measures.	1	1	0
SUITABLE A tree in good or excellent condition with no overt or identifiable significant defects, and is well suited for consideration of retention if the project design can accommodate the required protection zone.	0	0	0
TOTALS	9	9	0

Table 2. Summary of Tree Preservation by Species.

(Note: Species counts exclude Off-Site Private Trees, Parks Dedication Areas and ESA's)

Tree Species	Existing (Total)	Remove	Retain
Alder and Cottonwood Species			
Alder and Cottonwood	0	0	0
Broadleaf Species			
Paper birch (<i>Betula papyrifera</i>)	1	0	1
Apple (<i>Malus sp.</i>)	2	2	0
Flowering cherry (<i>Prunus serrulata</i>)	1	1	0
American linden (<i>Tilia americana</i>)	5	5	0
<i>subtotal broadleaf</i>	9	8	1
Coniferous Species			
<i>subtotal coniferous</i>	0	0	0
<i>Subtotal broadleaf and coniferous</i>	9	8	1
TOTAL (including Ald/Cot)	9	8	1
Total Replacement Trees Proposed (excludes boulevard street trees)			6
Total Retained and Replacement Trees (Development Area Only)			6
Contribution to the Green City Fund (For Shortfall)	12	x 300	\$3600.00

TREE PRESERVATION SUMMARY

Surrey Project No.: _____
 Project Address: 13756 112 Ave., Surrey, BC
 Consulting Arborist: Nick McMahon

ON-SITE TREES:	QUANTITY OF TREES
Total Bylaw Protected Trees Identified (on-site and shared trees, including trees within boulevards and proposed streets and lanes, excluding Park and ESA dedications)	9
Bylaw Protected Trees to be Removed	9
Bylaw Protected Trees to be Retained (excludes trees in Park dedication areas and ESA's)	0
Replacement Trees Required:	
Alder and Cottonwood at 1:1 ratio: 0 times 1 = 0	
All Other Bylaw Protected Trees at 2:1 ratio: 9 times 2 = 18	
TOTAL:	18
Replacement Trees Proposed	6
Replacement Trees in Deficit	12
Protected Trees Retained in Proposed Open Space/ Riparian Areas	0

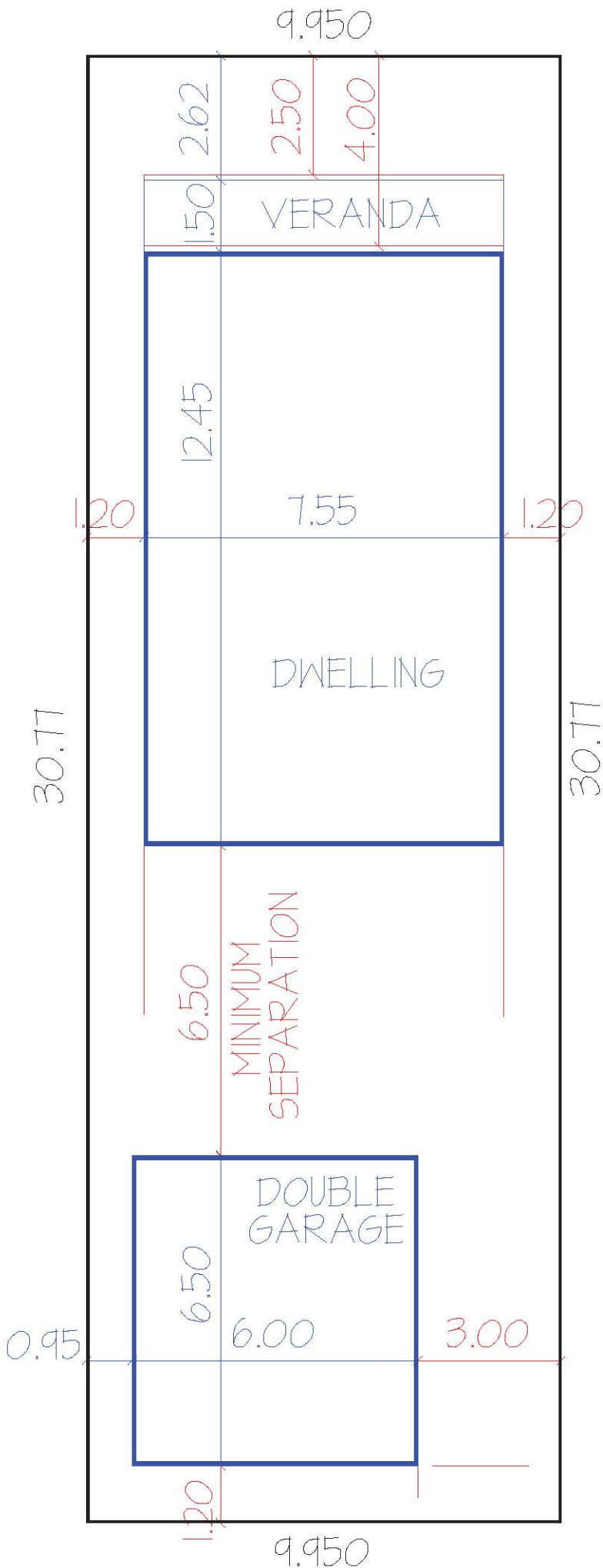
OFF-SITE TREES:	QUANTITY OF TREES
Bylaw Protected Off-Site Trees to be Removed	7
Replacement Trees Required:	
Alder and Cottonwood at 1:1 ratio: 0 times 1 = 0	
All Other Bylaw Protected Trees at 2:1 ratio: 7 times 2 = 14	
TOTAL:	14
Replacement Trees Proposed	0
Replacement Trees in Deficit	14

N/A denotes information "Not Available" at this time.

This summary and the referenced documents are prepared and submitted by:


 Nick McMahon, Consulting Arborist Dated: January 11, 2016

Direct: 604 812 2986
 Email: nick@aclgroup.ca



MAIN FLOOR AREA
EXCL. VERANDA = 94 m²

UPPER FLOOR AREA
= 84m² + 10m² AREA OPEN
TO BELOW (COUNT 84m²)

GARAGE AREA = 39 m²

TOTAL = 217 m²
= BYLAW MAXIMUM

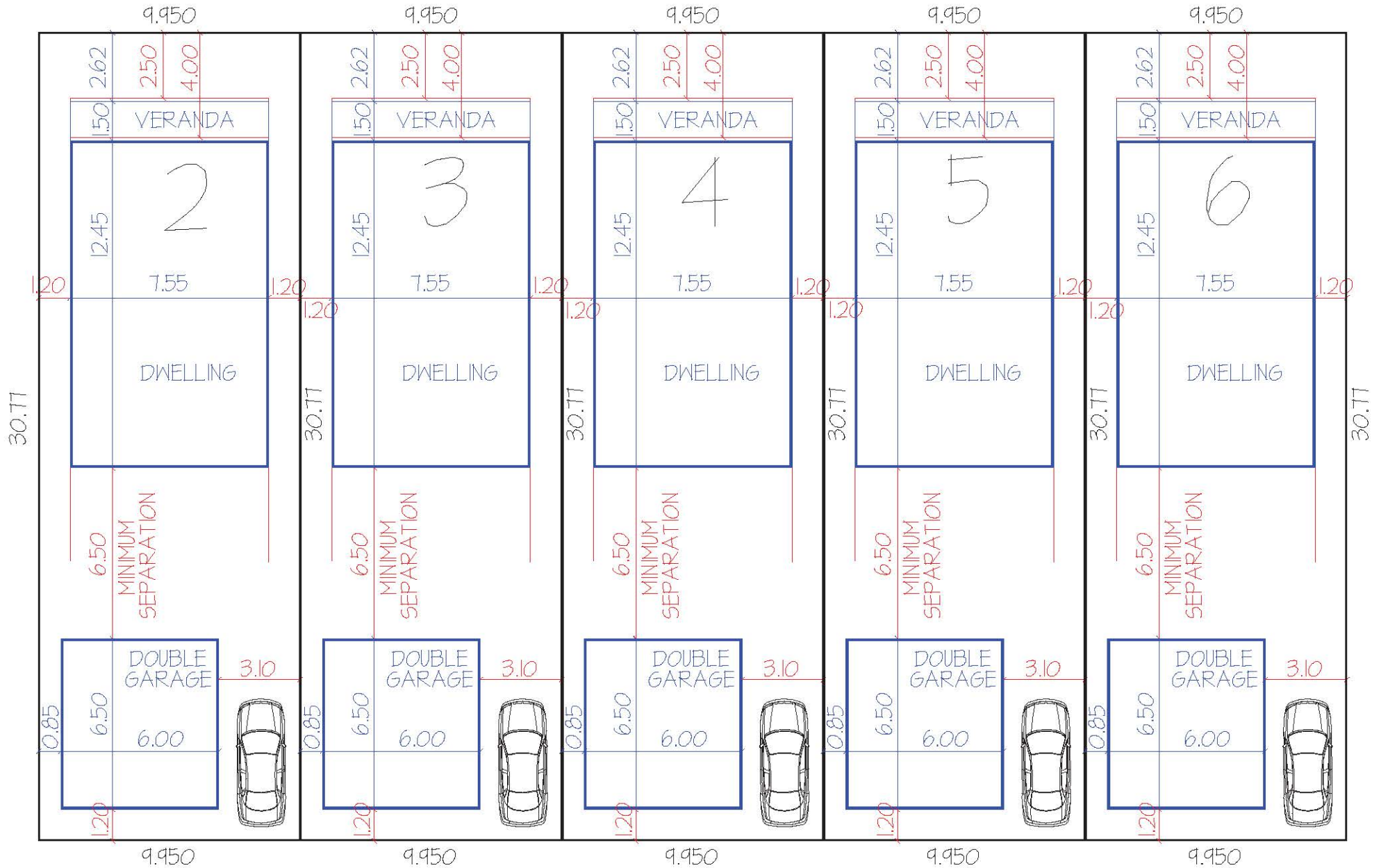
7914-0155-00

MAIN FLOOR AREA
EXCL. VERANDA = 94 m²

UPPER FLOOR AREA
= 84m² + 10m² AREA OPEN
TO BELOW (COUNT 84m²)

GARAGE AREA = 39 m²

TOTAL = 217 m²
= BYLAW MAXIMUM



CITY OF SURREY

(the "City")

DEVELOPMENT VARIANCE PERMIT

NO.: 7914-0155-00

Issued To: 1062054 BC Ltd.

("the Owner")

Address of Owner: 14479 - 75A Avenue
Surrey, British Columbia V3S 3T5

1. This development variance permit is issued subject to compliance by the Owner with all statutes, by-laws, orders, regulations or agreements, except as specifically varied by this development variance permit.
2. This development variance permit applies to that real property including land with or without improvements located within the City of Surrey, with the legal description and civic address as follows:

Parcel Identifier: 004-190-882
 Lot 81 Section 14 Range 2 Block 5 North Range 2 West New Westminster District Plan 50717
 13756 - 112 Avenue

(the "Land")

3. (a) As the legal description of the Land is to change, the City Clerk is directed to insert the new legal description for the Land once title(s) has/have been issued, as follows:

Parcel Identifier:

- (b) If the civic address(es) change(s), the City Clerk is directed to insert the new civic address(es) for the Land, as follows:

4. Surrey Zoning By-law, 1993, No. 12000, as amended is varied as follows:
 - (a) In Section F of Part 17C Single Family Residential (10) Zone (RF-10), the minimum front yard setback is reduced from 4 metres (13 feet) to 2.5 metres (8 feet) for the principal building and from 2.5 metres (8 ft.) to 1 metre (3 ft.) to the porch or veranda for proposed Lots 2 to 6.
5. This development variance permit applies to only that portion of the buildings and structures on the Land shown on Schedule A which is attached hereto and forms part of this development variance permit. This development variance permit does not apply to additions to, or replacement of, any of the existing buildings shown on attached Schedule A, which is attached hereto and forms part of this development variance permit.
6. The Land shall be developed strictly in accordance with the terms and conditions and provisions of this development variance permit.
7. This development variance permit shall lapse unless the subdivision, as conceptually shown on Schedule A which is attached hereto and forms part of this development variance permit, is registered in the New Westminster Land Title Office within three (3) years after the date this development variance permit is issued.
8. The terms of this development variance permit or any amendment to it, are binding on all persons who acquire an interest in the Land.
9. This development variance permit is not a building permit.

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL, THE DAY OF , 20 .
ISSUED THIS DAY OF , 20 .

Mayor – Linda Hepner

City Clerk – Jane Sullivan

7914-0155-00

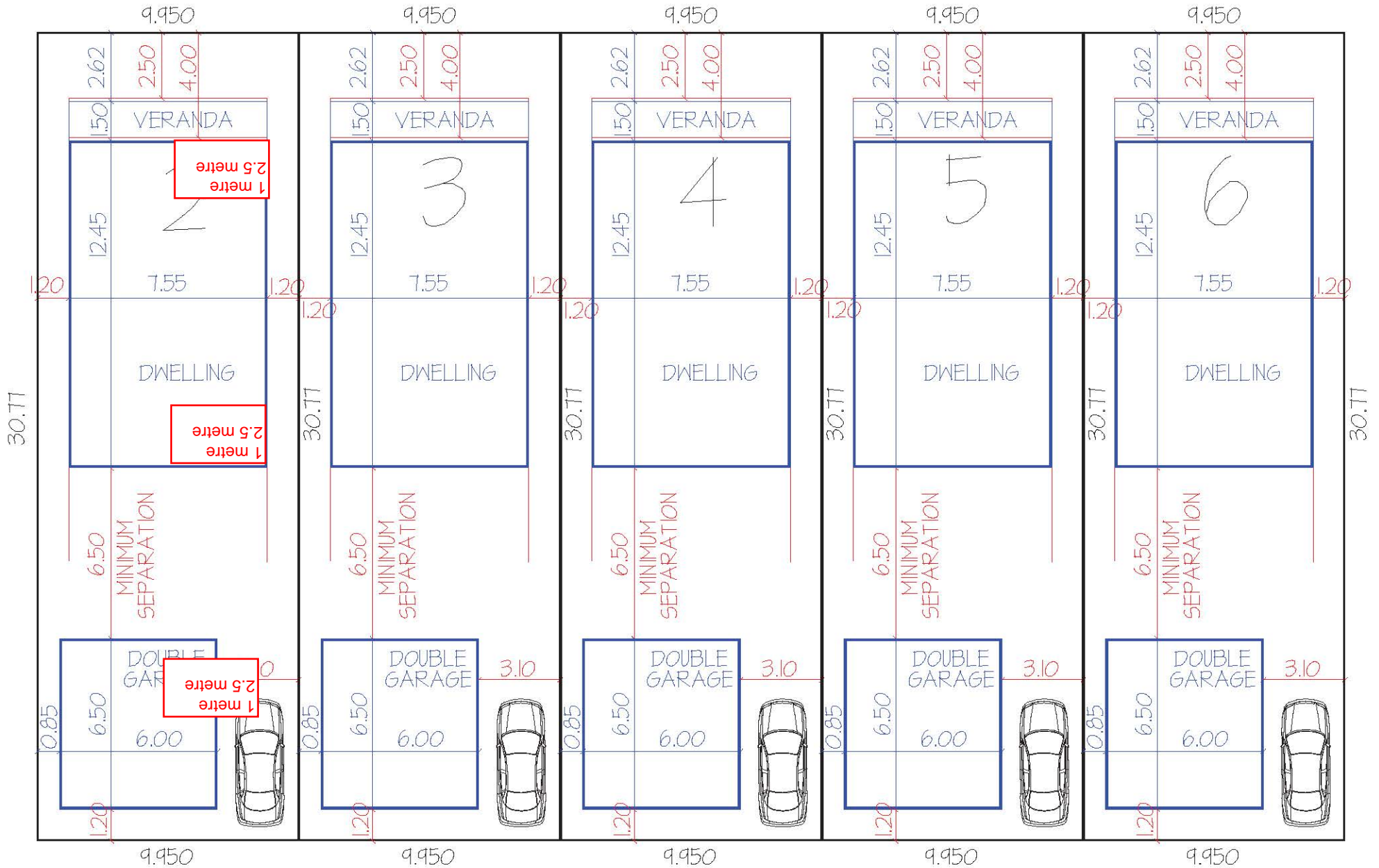
1 metre
2.5 metre

FLOOR AREA
VERANDA = 94 m²

UPPER FLOOR AREA
= 84m² + 10m² AREA OPEN
TO BELOW (COUNT 84m²)

GARAGE AREA = 39 m²

TOTAL = 217 m²
= BYLAW MAXIMUM



CITY OF SURREY

BY-LAW NO.

A by-law to enter into a heritage revitalization agreement
.....

WHEREAS:

- A. The Council may by by-law pursuant to Part 15 of the Local Government Act, R.S.B.C. 2015, Chapter 1, as may be amended from time to time, enter into a heritage revitalization agreement with the owner of heritage property;
- B. The Council considers that certain lands, premises and improvements have *heritage value* and *heritage character* and ought to be conserved, which are situate within the City and described as:

Parcel Identifier: 004-190-882
 Lot 81 Section 14 Block 5 North Range 2 West New Westminster District Plan 50717
 13756 112 Avenue
 (the "Lands");

- C. The owner of the Lands and the City of Surrey have agreed on the nature, character and extent of the *heritage value* and *heritage character* of the Lands and on the nature, extent and form of conservation necessary to protect the *heritage value* and *heritage character* of the Lands;

NOW THEREFORE, the City Council of the City of Surrey, in open meeting assembled, enacts as follows:

- 1. The City is authorized hereby to enter into that certain Heritage Revitalization Agreement appended to this By-law as Schedule "I" (the "Heritage Revitalization Agreement") in respect of the Lands.
- 2. The Mayor and the City Clerk are authorized on behalf of the Council to sign the Heritage Revitalization Agreement and to register a notice on the title of the Lands.
- 3. Schedule "I" forms a part of this By-law.

4. This By-law may be cited for all purposes as "Surrey Heritage Revitalization Agreement By-law, 20 , No._____."

READ A FIRST AND SECOND TIME on the ____ day of ____ 20 .

PUBLIC HEARING HELD thereon on the ____ day of ____ 20 .

READ A THIRD TIME on the ____ day of ____ 20 .

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the ____ day of ____ 20 .

_____ MAYOR

_____ CLERK

SCHEDULE "I"

[To City of Surrey Heritage Revitalization Agreement By-law, 20 , No._____]

HERITAGE REVITALIZATION AGREEMENT

This Agreement made the ___ day of _____, 20

BETWEEN:

1062054 BC LTD.
13756 112 Avenue
Surrey, British Columbia V3R 2G3

(the "Owner")

OF THE FIRST PART

AND:

CITY OF SURREY, a municipal corporation,
and having offices at 13450 104 Avenue
Surrey, British Columbia V3T 1V8

(the "City")

OF THE SECOND PART

WHEREAS:

- A. The Owner is the registered owner in fee simple of the following lands and premises situate in the City of Surrey, British Columbia and described as:

Parcel Identifier: 004-190-882
Lot 81 Section 14 Block 5 North Range 2 West New Westminster District Plan 50717

13756 112 Avenue

(the "Lands");

- B. The Owner and the City consider that the Lands, including the improvements and features on the Lands, have *heritage value* and *heritage character*;
- C. The Owner and the City desire to conserve the *heritage value* and *heritage character* of the Lands;
- D. For the purpose of conservation of the *heritage value* and *heritage character* of the Lands, the Owner and the City have agreed to enter into this Agreement setting out the terms and conditions of continuing protection for the *heritage value* and *heritage character* of the Lands;
- E. The Owner has agreed to the terms for compensating the City for the loss in *heritage value* in accordance with Section 2(f) of this Agreement in the event the

heritage improvements or features on the Lands are moved or destroyed other than through natural causes;

- F. The improvements or features on the Lands which have *heritage value* and *heritage character* which both the Owner and City desire to conserve have been described by text, photographs, plans and drawings attached to this Agreement as Appendix "A" (the "Conservation Plan") and Appendix "B" (the "Donald Luxton and Associates Inc. Plan");
- G. The improvements or features identified in the Conservation Plan as the Galbraith House (the "House") is listed on the Surrey Heritage Register and the Owner and the City consider that the House has *heritage value* and *heritage character* such that all provisions of this Agreement applicable to the Lands also apply to the House; and

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the mutual premises of the parties hereto and for other good and valuable consideration (the receipt and sufficiency of whereof is hereby by the parties acknowledged) the Owner and the City covenant and agree with one another pursuant to Section 610 of the Local Government Act, R.S.B.C. 2015, Chapter 1, as amended, re-enacted or consolidated from time to time and any successor statute (the "Local Government Act"), as follows:

Conservation Plan

- 1. (a) The Conservation Plan and the Donald Luxton and Associates Inc. Plan form part of this Agreement. To the extent that the text, photographs, plans and drawings constituting the Conservation Plan or Donald Luxton and Associates Inc. Plan require interpretation, the City shall be, in the first instance, the interpreter of the Conservation Plan and Donald Luxton and Associates Inc. Plan and shall determine the matter. If the Owner is dissatisfied with the City's interpretation, then Section 15 of this Agreement shall apply.
- (b) Part I of the Conservation Plan identifies, details and describes the character, extent and nature of the improvements and features on the Lands that have *heritage value* and *heritage character*. Part II of the Conservation Plan sets out the maintenance strategy, general standards and exemptions for the *conservation* and maintenance of all improvements and features on the Lands that have *heritage value* and *heritage character*. Part III of the Conservation Plan sets out the standards and specifications for restoration, rehabilitation, replication, repair, replacement or maintenance to be undertaken and completed pursuant to this Agreement, including, but not limited to: structure and foundations; roofing; trimwork; front porch; windows and doors; chimney, and finishes.

Owner's Obligations to Protect, Conserve, Maintain and Rebuild

- 2. The Owner covenants and agrees that:
 - (a) No improvements on the Lands identified in the Conservation Plan as having *heritage value* or *heritage character* shall be *altered*, including

alterations required or authorized by this Agreement, except as agreed to in writing by the City.

- (b) Each action of restoration, rehabilitation, replication, repair, replacement or maintenance required by Parts I, II, and III of the Conservation Plan and the Donald Luxton and Associates Inc. Plan shall be commenced and completed in accordance with the timing, phasing, standards and specifications set out the Conservation Plan.
- (c) All improvements identified in the Conservation Plan as having *heritage value* and *heritage character* shall be maintained to the minimum standards and in accordance with the guidelines and requirements set out in the Conservation Plan and the Donald Luxton and Associates Inc. Plan.
- (d) In the event the House is damaged, the Owner of the Lands accepts the obligation to undertake all necessary construction to restore the damaged portion or portions of the House to its original condition. The Owner is required to apply for and to hold a heritage alteration permit specifying the measures to be taken to restore the damaged portion or portions of the House. The heritage alteration permit shall be subject to review and approval by the Heritage Advisory Commission. The restoration of the House shall reflect the character-defining elements and design components including, but not limited to: location on 112 Avenue in the Port Mann neighbourhood of Surrey; wood-frame construction; residential form, scale and massing as expressed by its one-storey height with full basement; vernacular farmhouse architecture featuring a clipped side-gabled roof and projecting clipped front-gabled entryway; variety of original wooden sash and frame window assemblies, including tripartite units on the front façade featuring an arched central fixed light flanked by narrow double-hung windows with arched upper sashes with leaded glass, and arched light casement assemblies at the foundation level; original wooden front door with arched central light with leaded glass; and central, internal red brick chimney, all as subject to approval by the City Architect or designate.
- (e) In the event the House is destroyed, the Owner of the Lands accepts the obligation to undertake all necessary construction to create a replica of the House. The Owner is required to apply for and to hold a heritage alteration permit specifying the measures to be taken to create a replica of the House. The heritage alteration permit shall be subject to review and approval by the Heritage Advisory Commission. The construction of the replica of the House shall reflect the character-defining elements and design components as described in Section 2(d), all as subject to approval by the City Architect or designate.

- (f) In the event that the House is destroyed, in addition to the construction of a replica described in 2(e), the Owner covenants and agrees to compensate the City for the loss in *heritage value* to the community in the amount of \$56,537.48 indexed to the Vancouver Consumer Price Index (CPI) with 2015 being the base year, except that if the House is destroyed through natural causes, including but not limited to, flood, earthquake and accidental fire as determined by the City in its sole discretion, and a replica is constructed by the Owner that is acceptable to the Heritage Advisory Commission or any successor decision making body in its sole discretion, then payment of compensation by the Owner to the City is not required.
- (g) Should the House become vacant and unoccupied, the Owner of the Lands agrees to maintain the integrity and security of the House and Lands including, but not limited to, on-site security, monitored security alarm system, perimeter fencing and lighting, and boarding of windows and doors. The Owner of the Lands must provide to the City in writing a 24-hour emergency contact number and confirm the security measures are in place. If the Owner fails to secure the House, the City may and is authorized to enter onto the Lands to undertake the necessary works to secure the House, and the cost shall be at the expense of the Owner and the City shall be at liberty to recover the costs in a like manner as City property taxes on the Lands and to conduct inspections to determine that the security measures continue to be in place.
- (h) Should the House become vacant and unoccupied during construction or other redevelopment of the Lands, the Owner agrees to post a sign that reads as follows:

PROTECTED HERITAGE SITE
No Vandalism or Removal of Materials
(Maximum individual penalty: \$50,000 and 2 years Imprisonment)

If the Owner fails to post the required sign, the City may and is authorized to post the sign, and the cost shall be at the expense of the Owner and the City shall be at liberty to recover the costs in a like manner as City property taxes on the Lands.

- (i) Once the House is occupied, there must be appropriate security measures in place to maintain the integrity and security of the House and Lands. Should the House become vacant and unoccupied for a period of 30 days or more, the requirements in 2(g) apply, including the right of the City to enter onto the Lands to carry out the necessary works at the expense of the Owner and confirm that security measures are in place, unless otherwise agreed to in writing by the City. The Owner of the Lands must also provide to the City in writing a 24-hour emergency contact number.
- (j) The Owner shall do or cause to be done all such things, and shall take or cause to be taken all such actions, as are necessary to ensure that the restrictions and requirements set out in Parts II and III of the Conservation Plan and in the Donald Luxton and Associates Inc. Plan are fully observed, and the Owner shall not do, cause or allow to be done anything that would be in breach of the restrictions and requirements of this Agreement.

- (k) Where required by the City in a heritage alteration permit, the Owner shall provide security to the City to guarantee the performance of the terms, requirements and conditions contained in the Conservation Plan and the Donald Luxton and Associates Inc. Plan.
- (l) The Owner may apply to the City for funding including, but not limited to, monies for exemption from taxes, or any provision for assistance as specified in Section 25 of the Community Charter, S.B.C. 2003, c.26 (the "Community Charter").

Construction and Maintenance

- 4. Wherever under this Agreement the Owner relocates, restores, rehabilitates, replicates, repairs, replaces, maintains or in any way alters improvements on, or features of the Lands identified in the Conservation Plan as having *heritage value* and *heritage character* or constructs or maintains other works to protect or conserve such improvements or features, all such work shall be done at the Owner's sole expense strictly in accordance with the Conservation Plan and the Donald Luxton and Associates Inc. Plan and as agreed by the City in writing and all improvements or features shall be diligently and continuously maintained in good repair and efficient operating condition by the Owner at the Owner's sole expense in accordance with good engineering, design, heritage and conservation practice.

No Liability to City

- 5. In no case shall the City be liable or responsible in any way for:
 - (a) any personal injury, death or consequential damage of any nature whatsoever, howsoever caused, that may be suffered or sustained by the Owner or by any other person who may be on the Lands; or
 - (b) any loss or damage of any nature whatsoever, howsoever caused to the Lands or any improvements or personal property thereon belonging to the Owner or to any other person,

arising directly or indirectly from compliance with the restrictions and requirements of this Agreement, wrongful or negligent failure or omission to comply with its restrictions and requirements, or refusal, omission or failure of the City to enforce or require compliance by the Owner with the restrictions or requirements or with any other term, condition or provision of this Agreement.

Reasonable Care and Risk

6. The Owner shall at all times, in complying with the restrictions or requirements of this Agreement, take reasonable care not to injure any person or cause or allow damage to any property, and shall take reasonable care not to cause, suffer, permit or allow any condition to exist that might reasonably lead to, cause or result in injury to any person or property including persons and property on adjacent lands. It shall be the sole responsibility of the Owner to comply and maintain compliance with the restrictions and requirements in a safe manner, and without reasonably foreseeable risk to person or property. Compliance with the restrictions and requirements in this Agreement shall be at the sole and exclusive risk and cost of the Owner.

Modification

7. If, in fulfilling its responsibilities and obligations pursuant to this Agreement, the Owner perceives or becomes aware of any unreasonable risk of injury to persons or damage to property or other potential loss that cannot be reasonably avoided, alleviated, reduced or eliminated except by measures that would be a breach of the restrictions, requirements of this Agreement, the Owner shall notify the City in writing of the nature and extent of the risk and of the measures proposed by the Owner to be undertaken at its sole cost to reduce, alleviate, avoid or eliminate the risk. Risk shall remain with the Owner.

Indemnity

8. The Owner shall at all times indemnify and save harmless the City and its elected and appointed officials, employees, contractors and agents of and from all loss and damage, and all actions, claims, costs, demands, expenses, fines, liabilities and suits of any nature whatsoever by whomsoever brought for which the City shall or may become liable, incur or suffer by reason of existence and effect whether direct or indirect of the restrictions or requirements of this Agreement, or breach or nonperformance by the Owner of any covenant, term or provision hereof, or by reason of any work or action of the Owner in performance of this Agreement, or by reason of any work or action of the Owner in performance of its obligations, or by reason of any wrongful act or omission, default or negligence of the Owner.

Alternative Remedies

9. Any performance by the City pursuant to a statutory right to perform the obligations of an Owner arising out of this Agreement may be exercised fully in accordance with the Local Government Act and the Community Charter, and shall be without prejudice to any and all other remedies at law and equity available to the City, and no reference in this Agreement to, or exercise of any specific right or remedy by the City, shall preclude the City from exercising any other right or remedy.

Damages

10. The Owner covenants and agrees that the measure of damages for any breach of the restrictions or requirements of this Agreement shall include, but shall not be limited to, the actual cost and expense of all administration, labour, materials, equipment, services and work required for all remedial acts necessary to fully restore, rehabilitate, replace, repair or maintain the building, structure, improvements on or features of the Lands having *heritage value* and *heritage character* to be protected, conserved, preserved or kept in its natural state. The nature and extent of any breach of the said restrictions and requirements, and the nature and extent of any relocation, restoration, rehabilitation, replacement, maintenance or remedial work or action of any nature required to remedy such breach shall be determined by the City by reference to the Conservation Plan and the Donald Luxton and Associates Inc. Plan, and Sections 2 and 4 of this Agreement.

No Waiver

11. No restrictions, requirements or other provisions in this Agreement shall be deemed to have been waived by the City unless a written waiver authorized by resolution of the Council and signed by an officer of the City has first been obtained, and without limiting the generality of the foregoing, no condoning, excusing or overlooking by the City on previous occasions of any default nor any previous written waiver shall be taken to operate as a waiver by the City of any subsequent default or in any way to defeat or affect the rights of remedies to the City.

Statutory Authority and Proprietary Rights

12. Nothing in this Agreement shall limit, impair, fetter, or derogate from the statutory powers of the City all of which powers may be exercised by the City from time to time and at any time to the fullest extent that the City is enabled and no permissive by-law enacted by the City, or permit, license or *approval*, granted, made or issued hereunder, or pursuant to statute, by the City shall stop, limit or impair the City from relying upon and enforcing this Agreement.

Compliance with Laws

13. Despite any provision of this Agreement, the Owner shall comply with all laws, including by-laws of the City and all regulations and orders of any authority having jurisdiction, and to the extent only that such laws, regulations and orders are mandatory and necessarily require the breach of any restriction or positive obligation of this Agreement to be observed or performed by the Owner, or less than strict compliance with the terms hereof, then the Owner upon sixty (60) days' written notice to the City shall be excused from complying with such restrictions or performing such obligation and such restriction or obligation shall be suspended but only to the extent and for the time that such mandatory law, regulation or order is inconsistent with compliance with the said restrictions or obligations.

Notice

14. Any notice to be given under this Agreement shall be in writing and may be either delivered personally or sent by prepaid registered mail and if so mailed shall be deemed to have been given five (5) days following the date upon which it was mailed. The address of the parties for the purpose of notice shall be as follows:

If to the City:

Attention: City Clerk
CITY OF SURREY
13450 104 Avenue
Surrey, British Columbia V3T 1V8

If to the Owner:

1062054 BC Ltd.
13756 112 Avenue
Surrey, British Columbia V3R 2G3

Any party may at any time give notice in writing to the other of any change of address and after the third day of giving of the notice, the address specified in the notice shall be the address of the party for the giving of notices.

If title to the Lands is transferred to a new Owner, the new Owner shall provide notice in writing to the City within 15 days of such a transfer providing the name of the new Owner, the contact for notice if it is different than the Owner and the new Address to which notices are to be sent.

Arbitration

15. The Owner, if dissatisfied with the City's interpretation of the Conservation Plan and the Donald Luxton and Associates Inc. Plan and any determination pursuant to Section 1(a) of this Agreement may require that the matter be decided and determined by binding arbitration as follows:
- (a) The Owner must, within thirty (30) days of any exercise of discretion by the City, give notice to the City of its intention to dispute and in such notice shall name a member in good standing of the Architectural Institute of British Columbia who has agreed to act as an arbitrator;
 - (b) The City shall within thirty (30) days of receipt of the aforesaid notice either accept the Owner's arbitrator, or name another with the same qualifications willing to act, and shall give notice of the same to the Owner;
 - (c) Where each of the Owner and the City have named an arbitrator, the two arbitrators shall within thirty (30) days of the City's notice pursuant to Section 15(b) appoint a third arbitrator having the same qualifications and the three arbitrators shall decide the dispute;
 - (d) Where the City accepts the arbitrator first selected by the Owner, that arbitrator shall act as a single arbitrator and forthwith decide the dispute;

- (e) Any arbitrator's decision in respect of the exercise of discretion by the City shall be final, conclusive and binding on all parties;
 - (f) The arbitrator shall award the prevailing party full compensation for all costs and expenses of the arbitrator, costs and fees of the proceedings and solicitor-client costs and expenses; and
 - (g) The arbitrator shall issue a final decision regarding the dispute within twenty-five (25) business days after the arbitrator's appointment, subject to extension of that time by agreement of the parties.
16. Without limiting the City's power of inspection conferred by statute and in addition to that power, the City shall be entitled at all reasonable times and with reasonable notice to enter onto the Lands from time to time for the purpose of ensuring that the Owner is fully observing and performing all of the restrictions and requirements in this Agreement to be observed and performed by the Owner, and wherever possible, when an inspection of the Lands is undertaken, the City shall provide reasonable notice to the Owner.

Headings

17. The headings in this Agreement are inserted for convenience only and shall not affect the construction of this Agreement or any of its provisions.

Schedules

18. All schedules to this Agreement are incorporated into and form part of this Agreement.

Number and Gender

19. Whenever the singular or masculine or neuter is used in this Agreement, the same shall be construed to mean the plural or feminine or body corporate where the context so requires.

Interpretation

20. Terms used in this Agreement that are italicized are defined in the Local Government Act, and the Heritage Conservation Act, R.S.B.C. 1996, Chapter 187, as amended, re-enacted or consolidated from time to time and any successor statute, and shall take their meaning from those Acts.

Successors Bound

21. All restrictions, rights and liabilities imposed upon or given to the respective parties under this Agreement shall extend to and be binding upon their respective heirs, executors, administrators, successors and assigns. When the Owner is more than one party they shall be bound jointly and severally by the terms, covenants and agreements on the part of the Owner.

Notice to be Filed

22. Notice of this Agreement and amendments to it will be filed in the Land Title

Office and once filed, this Agreement and amendments will be binding on all persons who acquire an interest in the Lands.

IN WITNESS WHEREOF the Owner and the City have executed this Agreement as of the date first above written.

1062054 BC LTD.

CITY OF SURREY

Linda Hepner
Mayor

Jane Sullivan
City Clerk

Appendix "A"

CONSERVATION PLAN

PART I – HISTORICAL AND ARCHITECTURAL BACKGROUND

1. Description of Historic Place

The Galbraith House is located at 13756-112 Avenue in the Port Mann neighbourhood of Surrey. The vernacular farmhouse features a clipped side-gabled roof, projecting front entryway, and original wooden window assemblies. The site features mountain views to the north.

2. Heritage Value of Historic Place

Constructed circa 1933, the Galbraith House is valued for its connection to the interwar development of the Port Mann neighbourhood of Surrey and its association with the original owner, David Galbraith, who commissioned the construction of the modest, vernacular farmhouse.

The New Westminster Southern Railway established a stop in what was originally known as Bon Accord in 1891; the community name was changed to Port Mann in 1911, when Sir Donald Mann and Sir William MacKenzie chose the area as the western terminus of the Canadian Northern Railway. The expected terminus fuelled a speculative real estate boom in Port Mann that resulted in an ambitious vision for its future, replete with a radial, European style street grid. These magnificent development plans for Port Mann failed to materialize after the Canadian Northern Railway eventually decided to terminate in Vancouver, although railyards and warehouses were still built in the area. Modest growth of the neighbourhood occurred after the First World War and through the 1920s and 1930s, when many returning servicemen were demobilized on the West Coast. Due to housing shortages in established communities, many people moved to the Fraser Valley, where land was inexpensive. Port Mann was among the most desirable areas due to its easy access to downtown Vancouver and New Westminster, its fertile land, and its attractive views. The appeal of the Galbraith property in particular was bolstered by its view of the mountains to the north.

David Galbraith, vice-president, and later, proprietor, of Galbraith's Ltd. a sash and door manufacturer and sawmill in New Westminster, developed the 122 Avenue site in the early 1930s. Constructed from materials easily obtained through his company, Galbraith established the property as a rental, and generated income through the difficult recession, before eventually selling the house in 1942. The modest building was constructed on a large parcel that could support agriculture and poultry farming, integral to families looking to save money during the Great Depression. The house features a simple, vernacular design, but also refined elements, such as tripartite window assemblies on its front façade, with leaded glass in the upper sashes, as well as its original front door with leaded glass central light.

3. Character Defining Elements

Key elements that define the heritage character of the Galbraith House include its:

- Location on 112 Avenue in the Port Mann neighbourhood of Surrey;
- Wood-frame construction;

- Residential form, scale and massing, as expressed by its one-storey height with full basement;
- Vernacular farmhouse architecture featuring a clipped side-gabled roof and projecting clipped front-gabled entryway;
- Variety of original wooden sash and frame window assemblies, including tripartite units on the front façade featuring an arched central fixed light flanked by narrow double-hung windows with arched upper sashes with leaded glass, and arched light casement assemblies at the foundation level;
- Original wooden front door with arched central light with leaded glass; and
- Central internal red brick chimney.

PART II – MAINTENANCE STANDARDS AND PERMIT APPROVALS

1. General

A. Requirement to Commence Renovations

The restoration of the House, including works that are consistent with Part III – Restoration Standards and Specifications, must commence within 60 days following the adoption of a by-law to enter into this Agreement.

B. Maintenance Strategy

The strategy to ensure ongoing conservation of the House shall consist of a Maintenance Plan and a Funding Strategy.

The Maintenance Plan shall be prepared with input from a conservation architect or qualified heritage consultant that is acceptable to the City. Issues to be addressed in the Maintenance Plan include water penetration and damage from sun, wind, weather and animals. Maintenance includes, but is not limited to, painting or staining, sealing, weather-stripping and the like.

The Funding Strategy shall include, but is not limited to, whether or not the Owner intends to absorb all the costs, undertake fundraising or seek government financial incentives, including those available from the City.

The Owner shall submit a Maintenance Plan and Funding Strategy for review and approval by the General Manager, Planning and Development and the Heritage Advisory Commission within one (1) year of the adoption of a by-law to enter into this Agreement.

The Maintenance Plan and Funding Strategy for the House shall include, but is not limited to, the following:

- (a) A description and a time schedule for the renovations, repair, and replacement of the exterior elements, *landscaping* or other identified works on the Lands that constitute the character-defining elements and as identified in Part III – Renovation Standards and Specifications;
- (b) A description and time schedule for the ongoing maintenance of the elements, *landscaping* or other identified works on the Lands and other relevant details. Maintenance includes: painting, staining and sealing of the

exterior cladding and trims, weather stripping, re-roofing, replacement of windows, doors and exterior cladding or trims to match the existing materials;

- (c) Ongoing maintenance of *landscaping*;
- (d) A colour scheme for the exterior of the House;
- (e) A description of any matters noted in Part III – Renovation Standards and Specifications or in the plans attached to this Agreement as requiring further details; and
- (f) A financial plan detailing the funding for the renovation and maintenance outlined above, including corporate sponsorships, annual budgets by the Owner or tenant, applications for government grants, strata fees, and other relevant details.

C. Amending an Established Maintenance Strategy

An Owner may apply to the City to amend an existing Maintenance Plan and Funding Strategy. Any amendment is subject to approval by the General Manager, Planning and Development and, if deemed necessary by the General Manager, Planning and Development, the Heritage Advisory Commission.

2. Standards

The "Standards and Guidelines for the Conservation of Historic Places in Canada", established under the Historic Places Program or successor guidelines as may be approved by the City are to apply to all construction, maintenance, restoration or renovation works undertaken under Parts II or III on the House.

3. Timing and Phasing

With respect to the phasing or timing of commencement or completion of action applying to the Lands, restoration of the House shall commence within 60 days following the adoption of a by-law to enter into this Agreement and be carried out pursuant to a building permit issued by the City authorizing the works. The Owner shall insure that the restoration of the House shall be completed and a final occupancy permit or equivalent for the House shall be issued within one year of the adoption of a by-law to enter into this Agreement.

4. Heritage Alteration Permit(s) Approval

- A. Changes to the building, structure, exterior appearance of the House, features on the Lands identified in the Conservation Plan, the Donald Luxton and Associates Inc. Plan or character-defining elements may require the Owner to apply for a heritage alteration permit or obtain approval from the City.

Proposed changes shall be referred to the Planning & Development Department of the City prior to the commencement of any work to determine if the changes require or do not require a heritage alteration permit.

- B. A heritage alteration permit may not be required for alterations including, but not limited to, the following:

- (a) changes to the Conservation Plan or the Donald Luxton and Associates Inc. Plan that are considered by the City Architect to be minor in nature and not affecting the character-defining elements of the House;
 - (b) restorations considered by the City Architect to be consistent with the original design, being made to replace stylistically foreign elements and done in consultation with an independent conservation architect or qualified heritage consultant acceptable to the City; or
 - (c) simple repair and maintenance of existing elements not affecting the *building* structure, exterior or interior appearance of the House.
- C. A heritage alteration permit shall be required for all but minor alterations including, but not limited to, the following:
- (a) changes to the House structure;
 - (b) changes to the exterior appearance of the House;
 - (c) replacement of existing elements and/or construction of additions to the House;
 - (d) changes to the external appearance of the House due to interior renovations.

If a heritage alteration permit is determined to be required, the Owner shall apply to the City for a heritage alteration permit before undertaking any of the works listed in this Section 4.C.

After the heritage alteration permit application is submitted, the heritage alteration permit will be considered for issuance by City Council upon the recommendation of the General Manager, Planning and Development and the Heritage Advisory Commission, or by a City official delegated by City Council.

5. Building Permit Approval

Construction, alterations or other actions to be authorized by a building permit shall be consistent with the provisions of the Conservation Plan, the Donald Luxton and Associates Inc. Plan, and with heritage alteration permits sanctioning construction, alterations or other actions.

As the House is recognized as a historic site, Building Code equivalencies may be used to lessen visual impacts on the historical appearance or authenticity of the *building*. To utilize Building Code equivalencies, the Owner shall retain a qualified architect that is acceptable to the City Architect.

6. Conditions

- A. The works specified in Part III and attachments to this Conservation Plan shall be supervised by a conservation architect or qualified heritage consultant acceptable to the City.

- B. The works specified in Part III and attachments to this Conservation Plan shall be approved by a conservation architect or qualified heritage consultant acceptable to the City prior to the City granting final building approval.

PART III – RESTORATION STANDARDS AND SPECIFICATIONS

1. Form, Scale and Massing:

See Section 5.2 “Form, Scale and Massing” of the Donald Luxton and Associates Inc. Plan.

2. Foundation:

See Section 5.3 “Foundation” of the Donald Luxton and Associates Inc. Plan.

3. Exterior Walls:

See Section 5.4 “Exterior Walls” of the Donald Luxton and Associates Inc. Plan.

4. Front Porch:

See Section 5.5 “Front Porch” of the Donald Luxton and Associates Inc. Plan.

5. Windows and Window Trim:

See Section 5.6 “Window and Window Trim” of the Donald Luxton and Associates Inc. Plan.

6. Door and Door Trim:

See Section 5.7 “Door and Door Trim” of the Donald Luxton and Associates Inc. Plan.

7. Roof and Gutters:

See Section 5.8 “Roof and Gutters” of the Donald Luxton and Associates Inc. Plan.

8. Chimney

See Section 5.9 “Chimney” of the Donald Luxton and Associates Inc. Plan.

9. Colour Schedule

See Section 5.10 “Colour Schedule” of the Donald Luxton and Associates Inc. Plan.

The exterior paint colour shall be subject to the prior written approval of the City. If the colour is to be changed, the change shall be done in consultation with the City and reflect as best as can be determined the original appearance of the House or heritage colours appropriate for the period of the House.

Changes to the exterior colour scheme shall not be undertaken without being reviewed and approved by the City Architect. The City Architect may consult with the Heritage Advisory Commission about the colour scheme.

Prior to final paint application, samples of the colours should be placed on the *building* to be viewed in natural light. Final colour selection can then be verified. Matching to any other paint company products should be verified by the heritage consultant.

10. Interior:

Changes to the interior of the House that do not affect the exterior appearance of the House are permitted without prior issuance of a heritage alteration permit.

11. New Construction:

New construction not provided for in this Conservation Plan will be subject to a heritage alteration permit.

12. Trees and Landscaping:

All trees on the lot are subject to the provisions of the Surrey Tree Protection Bylaw, 2006, No. 16100.

13. Accessory Buildings and Structures:

Proposed accessory buildings are subject to this Conservation Plan.

No placement of *accessory buildings* or *structures* shall be permitted within 3 metres of the House without first obtaining a heritage alteration permit.

14. Other:

The general intent is to promote restoration and retention of existing materials and elements wherever possible. If restoration is not feasible, replacements shall be constructed to match existing in terms of form, detailing and materials. Where original features have already been removed, altered or replaced by stylistically foreign elements, new replacements shall be consistent with the original design and done in consultation with an independent conservation architect or qualified heritage consultant acceptable to the City.

Minor changes to the provisions of Part III that do not affect the character defining elements or that improve the authenticity of the restorations, may be approved by the City Architect, in consultation with the Heritage Advisory Commission.

(Note: Terms used in Appendix "A" of this Agreement that are italicized are defined in Surrey Zoning By-law, 1993, No. 12000, as amended, and shall take their meaning from the By-law.)

Appendix "B"

HERITAGE CONSERVATION PLAN

Galbraith House 13756- 112 Avenue, Surrey Conservation Plan

Donald Luxton and Associates Inc., January 2016

(The " Donald Luxton and Associates Inc. Plan")

(Attachment beginning on the next page)

GALBRAITH HOUSE

13756-112 AVENUE, SURREY

CONSERVATION PLAN

JANUARY 2016



DONALD LUXTON &
AND ASSOCIATES INC

DONALD LUXTON AND ASSOCIATES INC.
1030 - 470 GRANVILLE STREET VANCOUVER BC V6C 1V5
info@donaldluxton.com 604 688 1216 www.donaldluxton.com

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HISTORIC NAME: GALBRAITH HOUSE
CURRENT ADDRESS: 13756 - 112 AVENUE, SURREY, BRITISH COLUMBIA
ORIGINAL OWNER & DEVELOPER: DAVID GALBRAITH
CONSTRUCTION DATE: CIRCA 1933
HERITAGE STATUS: PROPOSED DESIGNATION (LEGAL PROTECTION)

1.0 INTRODUCTION

The Galbraith House, located at 13756-112 Avenue in the Port Mann neighbourhood of Surrey, was constructed circa 1933 and features vernacular farmhouse architecture, with sophisticated windows, sourced from original owner and developer, David Galbraith's sash and door factory. The building has been altered over time; many of its original windows have been removed and vinyl siding has been added to the gable ends and the basement level. The front stairs and columns have also been replaced. The historic house will be parceled on a fee simple lot and restored as part of a Heritage Revitalization Agreement (HRA); the remainder of the site will be redeveloped.

2.0 HISTORY

The Port Mann neighbourhood of Surrey was originally known as 'Bon Accord.' The community grew thanks to its strategic position along the Fraser River, where it became a centre of the local fishing industry and a stop along the steamboat routes to and from Yale. The neighbourhood soon became a multi-modal transportation hub, as railway and road infrastructure was improved through the area during the 1890s and early 1900s. In 1911, Bon Accord changed its name to Port Mann to reflect the optimism in the plans of Sir Donald Mann, who, along with Sir William MacKenzie, planned to make the area the Pacific terminus for their under-construction Canadian Northern Railway (CNR). As real estate speculation

INTRODUCTION & HISTORY



met this anticipated and supposedly limitless demand, grandiose plans for Port Mann were developed, with streets radiating from a central circus, in the same vein as great European cities. The coming railway terminus, combined with excellent road and water access positioned Port Mann for a bright future, rivaling that of Vancouver. Four million dollars worth of land was sold in the area beginning in 1912, even before a single site was cleared for building.



Construction of railyards and warehouses commenced in Port Mann, however, the CNR was able to secure access rights across the Fraser River and ultimately into Vancouver, thereby dashing the lofty ambitions of Port Mann to become the definitive transportation hub of the Lower Mainland. While Port Mann did not fulfill its development aspirations, traces of its Edwardian era plans remain, as evidenced by its radial street pattern and its railway and industrial uses along the Fraser River. Port Mann appealed to Lower Mainland families throughout the 1920s and 1930s, as the area offered an abundant land base on which to construct their homesteads.

Top: Railway facilities along Fraser River in Port Mann, 1947, Vintage Air Photos

Bottom: Aerial image, 1949, City of Surrey Archives (property circled in red)

3.0 STATEMENT OF SIGNIFICANCE

Name of the Historic Place: Galbraith House

Address: 13756-112 Avenue, Surrey

Date of Construction: circa 1933

Description of the Historic Place

The Galbraith House is located at 13756-112 Avenue in the Port Mann neighbourhood of Surrey. The vernacular farmhouse features a clipped side-gabled roof, projecting front entryway, and original wooden window assemblies. The site features mountain views to the north.

Heritage Value of the Historic Place

Constructed circa 1933, the Galbraith House is valued for its connection to the interwar development of the Port Mann neighbourhood of Surrey and its association with original owner, David Galbraith, who commissioned the construction of the modest, vernacular farmhouse.

The New Westminster Southern Railway established a stop in what was originally known as Bon Accord in 1891; the community name was changed to Port Mann in 1911, when Sir Donald Mann and Sir William MacKenzie chose the area as the western terminus of the Canadian Northern Railway. The expected terminus fuelled a speculative real estate boom in Port Mann that resulted in an ambitious vision for its future, replete with a radial, European-style street grid. These magnificent development plans for Port Mann failed to materialize after the Canadian Northern Railway eventually decided to terminate in Vancouver, although railyards and warehouses were still built in the area. Modest growth of the neighbourhood occurred after the First World War and through the 1920s and 1930s, when many returning servicemen were demobilized on the West Coast. Due to housing shortages in established communities, many people moved to the Fraser Valley, where land was inexpensive. Port Mann was among the most desirable areas due to its easy access to downtown Vancouver and New Westminster, its fertile land, and its attractive views. The appeal of the Galbraith property in particular was bolstered by its view of the mountains to the north.

David Galbraith, vice-president, and later, proprietor, of Galbraith's Ltd. a sash and door manufacturer and sawmill in New Westminster, developed the 112 Avenue site in the early 1930s. Constructed from materials easily obtained through his company, Galbraith established the property as a rental, and generated income through the difficult recession, before eventually selling the house in 1942. The modest building was constructed on a large parcel that could support agriculture and poultry farming, integral to families looking to save money during the Great Depression. The house features a simple, vernacular design, but also refined elements, such as tripartite window assemblies on its front façade, with leaded glass in the upper sashes, as well as its original front door with leaded glass central light.

Character-Defining Elements

The character-defining elements of the Galbraith House include its:

- location on 112 Avenue in the Port Mann neighbourhood of Surrey;
- wood-frame construction;
- residential form, scale and massing, as expressed by its one-storey height with full basement;
- vernacular farmhouse architecture featuring a clipped side-gabled roof and projecting clipped front-gabled entryway;
- variety of original wooden sash and frame window assemblies, including tripartite units on the front façade featuring an arched central fixed light flanked by narrow double-hung windows with arched upper sashes with leaded glass, and arched light casement assemblies at the foundation level;
- original wooden front door with arched central light with leaded glass; and
- central, internal red brick chimney.

STATEMENT OF SIGNIFICANCE



4.0 CONSERVATION GUIDELINES

4.1 STANDARDS AND GUIDELINES

The historic Galbraith House located at 13756-112 Avenue is an important heritage resource in Surrey. The Parks Canada *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010) is the source used to assess the appropriate level of conservation. Under the *Guidelines*, the work proposed for the historic house includes aspects of preservation, rehabilitation and restoration.

Preservation: *the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of a historic place or of an individual component, while protecting its heritage value.*

Restoration: *the action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.*

Rehabilitation: *the action or process of making possible a continuing or compatible contemporary use of a historic place or an individual component, through repair, alterations, and/or additions, while protecting its heritage value.*

Interventions to the Galbraith House should be based upon the *Standards* outlined in the *Standards and Guidelines*, which are conservation principles of best practice. The following **General Standards** should be followed when carrying out any work to an historic property.

STANDARDS

Standards relating to all Conservation Projects

1. Conserve the heritage value of a historic place. Do not remove, replace, or substantially alter its intact or repairable character-defining elements. Do not move a part of a historic place if its current location is a character-defining element.
2. Conserve changes to a historic place, which over time, have become character-defining elements in their own right.
3. Conserve heritage value by adopting an approach calling for minimal intervention.
4. Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties or by combining features of the same property that never coexisted.
5. Find a use for a historic place that requires minimal or no change to its character defining elements.
6. Protect and, if necessary, stabilize a historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.
7. Evaluate the existing condition of character-defining element to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.
8. Maintain character-defining elements on an ongoing basis. Repair character-defining element by reinforcing the materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.
9. Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable upon close inspection. Document any intervention for future reference.

Additional Standards relating to Rehabilitation

10. Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.
11. Conserve the heritage value and character-defining elements when creating any new additions to a historic place and any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
12. Create any new additions or related new construction so that the essential form and integrity of a historic place will not be impaired if the new work is removed in the future.

Additional Standards relating to Restoration

13. Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
14. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

4.2 CONSERVATION REFERENCES

The proposed work entails the Preservation, Restoration and Rehabilitation of the Galbraith House. The following conservation resources should be referred to:

Standards and Guidelines for the Conservation of Historic Places in Canada, Parks Canada, 2010.
<http://www.historicplaces.ca/en/pages/standards-normes/document.aspx>

National Park Service, Technical Preservation Services Preservation Briefs:

Preservation Brief 4: Roofing for Historic Buildings.
<http://www.nps.gov/tps/how-to-preserve/briefs/4-roofing.htm>

Preservation Brief 9: The Repair of Historic Wooden Windows.
<http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>

Preservation Brief 10: Exterior Paint Problems on Historic Woodwork.
<http://www.nps.gov/tps/how-to-preserve/briefs/10-paint-problems.htm>

Preservation Brief 47: Maintaining the Exterior of Small and Medium Size Historic Buildings.
<http://www.nps.gov/tps/how-to-preserve/briefs/47-maintaining-exteriors.htm>

4.3 GENERAL CONSERVATION STRATEGY

Proposed Redevelopment Scheme

The primary intent is to preserve the Galbraith House in its present location at 13756-112 Avenue. It is proposed to subdivide the parcel and to develop the remaining lot with residential homes. As part of the conservation work the exterior elevations of the Galbraith House will be repaired as required. Character-defining elements will be preserved, while missing or deteriorated elements will be restored.

The major proposed interventions of the overall project are:

- Proposed preservation of the historic house in situ.
- Preserve exterior character-defining elements.
- Restore character-defining elements that have been altered or removed.

Proposed Guidelines for New Construction

Due to the proposed residential development on the subdivided lot, all new visible construction near the Galbraith House will be considered a modern intervention on the historic site. The *Standards and Guidelines* list recommendations for new construction related to historic places, which applies to new construction in the near vicinity of a historic structure.

The proposed design scheme for the new construction should follow **Standards 11 and 12**:

- Conserve the heritage value and character-defining elements when creating any new additions to a historic place and any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
- Create any new additions or related new construction so that the essential form and integrity of a historic place will not be impaired if the new work is removed in the future.

4.4 SUSTAINABILITY STRATEGY

The four-pillar model of sustainability identifies four interlinked dimensions: environmental, economic, social and cultural sustainability, the latter including the built heritage environment. Current research links sustainability considerations with the conservation of our built and natural environments. A competitive, sustainable economy requires the conservation of heritage buildings as an important component of a high quality urban environment.

The following considerations for energy efficiency in historic structures are recommended in the Parks Canada *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010) and can be utilized for the Galbraith House.

Sustainability Considerations

- Add new features to meet sustainability requirements in a manner that respects the exterior form and minimizes impact on character-defining elements.
- Work with sustainability and conservation specialists to determine the most appropriate solution to sustainability requirements with the least impact on the character-defining elements and overall heritage value of the historic building.
- Comply with energy efficiency objectives in a manner that minimizes impact on the character-defining elements and overall heritage value of the historic building.



Four Pillars of Sustainability [CityPlan 2030 - City of Norwood Payneham & St. Peters]

4.5 HERITAGE EQUIVALENCIES & EXEMPTIONS

Through the proposed Heritage Revitalization Agreement the historic Galbraith House will become legally protected. It will be eligible for heritage variances that will enable a higher degree of heritage conservation and retention of original material, including considerations available under the following provincial legislation.

4.5.1 BRITISH COLUMBIA BUILDING CODE

Building Code upgrading ensures life safety and long-term protection for historic resources. It is important to consider heritage buildings on a case-by-case basis, as the blanket application of Code requirements do not recognize the individual requirements and inherent strengths of each building.

Over the past few years, a number of equivalencies have been developed and adopted in the British Columbia Building Code (2012) that enable more sensitive and appropriate heritage building upgrades. For example, the use of sprinklers in a heritage structure helps to satisfy fire separation and exiting requirements. Table A-1.1.1.1., found in Appendix A of the Code, outlines the “Alternative Compliance Methods for Heritage Buildings.”

Given that Code compliance is such a significant factor in the conservation of heritage buildings, the most important consideration is to provide viable economic methods of achieving building upgrades. In addition to the equivalencies offered under the current Code, the City can also accept the report of a Building Code Engineer as to acceptable levels of code performance.

4.5.2 ENERGY EFFICIENCY ACT

The provincial *Energy Efficiency Act* (Energy Efficiency Standards Regulation) was amended in 2009 to exempt buildings protected through heritage designation or listed on a community heritage register from compliance with the regulations Energy Efficiency standards therefore do not apply to windows, glazing products, door slabs or products installed in heritage buildings. This means that exemptions can be allowed to energy upgrading measures that would destroy heritage character-defining elements such as original windows and doors.

These provisions do not preclude that heritage buildings must be made more energy efficient, but they do allow a more sensitive approach of alternate compliance to individual situations and a higher degree of retained integrity. Increased energy performance can be provided through non-intrusive methods of alternate compliance, such as improved insulation and mechanical systems. Please refer to the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010) for further detail about “Energy Efficiency Considerations.”

4.5.3 HOME OWNER PROTECTION ACT

Amendments to the Homeowner Protection Act Regulation made in 2010 allow for exemptions for heritage sites from the need to fully conform to the BC Building Code under certain conditions, thus removing some of the barriers to compliance that previously conflicted with heritage conservation standards and guidelines. The changes comprised

(1) an amendment to the Homeowner Protection Act Regulation, BC Reg. 29/99 that allows a warranty provider, in the case of a commercial to residential conversion, to exclude components of the building that have heritage value from the requirement for a warranty, and

(2) clarification of the definition of ‘substantial reconstruction.’ The latter clarification explains that 75% of a home must be reconstructed for it to be considered a ‘new home’ under the Homeowner Protection Act, thus enabling single-family dwelling to multi-family and strata conversions without the Act coming into play. The definition of a heritage building is consistent with that under the Energy Efficiency Act.

4.6 SITE PROTECTION

It is the responsibility of the owner to ensure the heritage resource is protected from damage at all times. At any time that the house is left vacant, it should be secured against unauthorized access or damage through the use of appropriate fencing and security measures. A site protection plan may be developed in discussion between owner, contractor and/or architect based on the following checklist:

Moisture

- Is the roof watertight?
- Are openings protected?
- Is exterior cladding in good condition to keep water out?

Ventilation

- Have steps been taken to ensure proper ventilation of the building?
- Have interior doors been left open for ventilation purposes?
- Has the secured building been checked within the last 3 months for interior dampness or excessive humidity?

Pests

- Have nests/pests been removed from the building’s interior and eaves?
- Are adequate screens in place to guard against pests?
- Has the building been inspected and treated for termites, carpenter ants, rodents, etc.?

Security

- Are smoke and fire detectors in working order?
- Are wall openings boarded up and exterior doors securely fastened?
- Are plans in place to monitor the building on a regular basis?
- Are the keys to the building in a secure but accessible location?
- Are the grounds being kept from becoming overgrown?

In addition to the above recommendations, a sign should be installed at the site to inform the public that this house is a historic resource and will be restored. A contact number should be provided for concerned citizens who observe trespassing or other unauthorized activities at the site.

CONSERVATION GUIDELINES



North façade

5.0 CONDITION REVIEW & CONSERVATION RECOMMENDATIONS

During a site visit in November 2015 the condition of the exterior elevations of the Galbraith House at 13756-112 Avenue in Surrey was reviewed. The recommendations for the preservation and restoration of the historic Galbraith House are based on the site review that provide valuable information about the historic appearance of the house.

The following chapter describes the materials, physical condition and recommended conservation strategy for the historic structure based on Parks Canada's *Standard and Guidelines for the Conservation of Historic Places in Canada* (2010).

5.1 SITE

The Galbraith House is situated mid-block on the south side of 112 Avenue in the Port Mann neighbourhood. Reportedly the house was relocated in the past. As part of the redevelopment scheme it is proposed to retain the Galbraith House at its present location and to subdivide the subject lot. The remainder of the lot will be developed with residential homes. Design guidelines for new construction are listed in 4.3 General Conservation Strategy. They aim to preserve the heritage value and character-defining elements of the Galbraith House and to make the new work compatible with the historic building.

Conservation Strategy: Preservation

- Retain the historic house in situ.

5.2 FORM, SCALE AND MASSING

The house features a residential form, scale and massing as expressed by its one and one half-storey height, full basement, simple rectangular plan, jerkinhead roof and front porch. A one-storey rear extension was added later.

Conservation Strategy: Preservation

- Preserve the overall form, scale and massing of the original structure.
- The rear extension may be removed, if desired, in order to reinstate the original appearance.

5.3 FOUNDATION

The historic house has a full basement consisting of poured-in-place concrete foundation walls and concrete slab. In recent years the basement walls above grade were clad with vinyl siding, which is not a traditional material for houses of this era.

Conservation Strategy: Restoration

- The later vinyl siding should be removed. If original wood siding underneath is extant and in repairable condition, it should be restored. If the original siding is lost, the basement walls can be finished with new wood lap siding.
- To ensure the prolonged preservation of the existing foundations, all landscaping should be separated from the foundations at grade by a course of gravel or decorative stones, which help prevent splash back and assist drainage.

CONDITION REVIEW & CONSERVATION RECOMMENDATIONS



Top: Northeast elevation; Bottom: Foundation at basement level

5.4 EXTERIOR WALLS

Dimensional lumber is the traditional building material used for the house. Wood-frame construction is one of the most affordable housing construction methods that utilized in the past old growth lumber. The installation of new insulation can be done from the inside while preserving exterior architectural elements. The main body of the house is finished with original stucco render. Vinyl siding was installed on the side gables and front porch gable. It should be investigated, if original wood siding and trim elements exist underneath the vinyl cladding.

Conservation Strategy: Preservation / Restoration

- Preserve the wood-frame structure of the original house.
- Carefully investigate if original siding material(s) on the exterior elevations exist underneath the later vinyl cladding. Carry out on-site testing including vinyl removal in inconspicuous areas.
- If original wood siding and trim exists, retain and restore in-place. Replace any damaged material to match original in material, size and profile.
- Cleaning procedures of wood siding and stucco render should be undertaken with non-destructive methods. High-pressure power washing, abrasive cleaning or sandblasting should not be allowed under any circumstances on any historic material of the exterior elevations.
- Combed or textured lumber, vinyl or fibre cement siding are not acceptable replacement materials on the historic house.
- Design structural and seismic upgrades, if required, from the inside without impacting exterior character-defining elements.
- Utilize Alternate Compliance Methods outlined in the applicable building code for fire and spatial separations including installation of sprinklers where required.

5.5 FRONT PORCH

The Galbraith House has an original front porch that retained its original location and hipped roof, while the columns supporting the porch roof, the front stair and handrails have been changed over time. The existing metal porch columns were not used on houses from this era, nor the existing metal handrails and concrete stair. These elements are not appropriate to the historic character of the house. The later materials including the concrete front stair and metal columns and rails should be removed. New timber columns, open wooden balustrades and wooden front stair should be constructed. The new design should reinstate a historically appropriate porch and stair on the front façade. This intervention will enhance the heritage character of the historic Galbraith House.

Conservation Strategy: Restoration

- Preserve the hipped porch roof. Provide temporary structural support while later materials (concrete stair, metal columns and rails) are being removed.
- Design front porch elements including timber columns, wooden open balustrade, tongue-and-groove porch deck and wooden front stair in an appropriate architectural style that is sympathetic to the historic character of the house.
- Alternate compliance method will allow to restore a traditional balustrade height (typically 24 inches to 27 inches) while meeting building code requirements, e.g. installing glass panels or metal railings.

CONDITION REVIEW & CONSERVATION RECOMMENDATIONS



Top: Stucco and vinyl siding; Centre: Close-up of vinyl siding; Bottom: Close-up of stucco siding



Top: Northwest view of porch; Bottom: Direct view of porch

5.6 WINDOW AND WINDOW TRIM

Windows and doors are among the most conspicuous feature of any building. In addition to their function – providing light, views, fresh air and access to the building – their arrangement and design is fundamental to the building’s appearance and heritage value. Each element of fenestration is, in itself, a complex assembly whose function and operation must be considered as part of its conservation. – Standards and Guidelines for the Conservation of Historic Places in Canada (2010).

The only original wood windows of the Galbraith House exist on the front façade and at the basement level, while all other windows were replaced with aluminum units in the past. Original wood windows can also be distinguished by their arched headers. On the street façade, two original tripartite wood windows consist of a fixed centre sash flanked by narrow double-hung wooden sash windows. The tripartite windows are divided by thick wooden mullions. The existing shutters may be retained.

Original basement windows with wood sashes and arched headers exist at the side elevations of the house and should be preserved.

The later aluminum units on the side and rear elevations may be presently retained. They can be replaced in the future with sympathetic wood windows matching the original style.

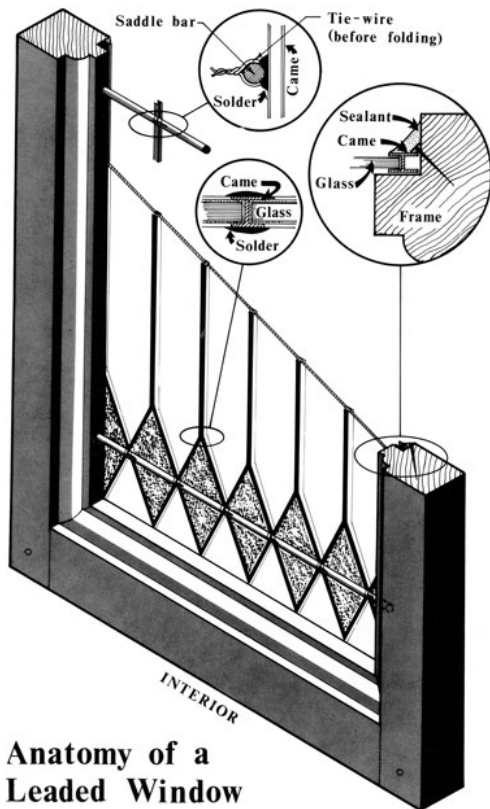
Conservation Strategy: Preservation

- Retain the original wood sash tripartite windows on the front façade in their original openings. Preserve historic glass of original windows including leaded glass.
- Restore deteriorated or damaged wood elements where necessary (e.g. wood sashes, sills).
- Overhaul, tighten/reinforce joints of original windows, repair frame, trim and hardware. Original windows may be made weather tight by re-puttying and weather-stripping as necessary.
- Window restoration should be undertaken by a contractor skilled in heritage restoration.
- Prime and paint all wood windows as required in appropriate colours.



Top & Bottom: Original basement windows with wood sashes and arched headers

CONDITION REVIEW & CONSERVATION RECOMMENDATIONS



Anatomy of a Leaded Window
Preservation Brief Nr. 33



Top & Bottom: Original tripartite window with upper sashes featuring leaded glass

5.7 DOOR AND DOOR TRIM

The house has two original wooden doors on the front and rear façades. The three-panel front door features a leaded glass element that repeats the typical arch detail of the windows. The original moulded trim surrounding the front door is in place. At the rear an original three-panel wood door with a simple glass element exists. A new screen door was installed and the door trim altered. The wooden front and rear doors should be retained.

Conservation Strategy: Preservation

- Preserve the original front door including leaded glass and trim. Retain the rear door, while the later screen door may be removed if desired.
- To improve operation, verify that doors fit properly in their frames and joints are tight. Verify that hardware is operational. To reduce air infiltration, consider the installation of weather stripping between doors and frames.



Front door



Rear door



Gutter and downspout

5.8 ROOF AND GUTTERS

The Galbraith House preserved the original jerkinhead roof and front porch roof. A later hipped roof over the rear extension exists. Presently cedar-like shingles covering the roof imitate the original cedar roof shingles. The house features also closed and stuccoed eaves. The existing gutters and downspouts are in fair condition.

Conservation Strategy: Preservation / Repair

- Preserve, clean and repair the original jerkinhead roof and front porch roof including existing shingles.
- The roof may be re-shingled with cedar shingle in the future. An alternate material is 'Enviroshingle Silvered Cedar' by Enviroshake or approved equivalent. Asphalt shingles with square butts may be acceptable in dark grey or black colour after a review by the Heritage Consultant.
- Repair the existing gutters and downspouts as required to ensure drainage from the elevations.



5.9 CHIMNEY

An original internal chimney built with common red brick and corbelling at the top exists. A metal cap and metal flashings were installed later. When viewed from the ground the brick chimney shows some dirt accumulated on the brick surface. The condition of the metal flashings could not be assessed. Further assessment of the condition of the brickwork should be carried out when access is available. The brick chimney should be preserved and repaired as required.

Conservation Strategy: Preservation

- Retain the existing brick chimney.
- The brickwork can be gently cleaned of dirt and re-pointed as necessary with suitable mortar. The brickwork will remain unpainted.
- New metal flashings may be installed if required.



Top left: Existing roof shingles Top right: Brick chimney Bottom: Jerkinhead roof

5.10 COLOUR SCHEDULE

An important part of the restoration process of the Galbraith House is to finish the building in historically accurate paint colours. Testing and sampling of original materials that are still extant can be carried out once later materials (vinyl siding) have been removed. Paint samples can be assessed through microscopic analysis in order to reveal the original colour scheme of the house. The recommended colour scheme should be taken from Benjamin Moore's *Historical True Colours for Western Canada*, which is based on documented historic paint colours from this time period.

Conservation Strategy: Restoration

- Remove later materials and take paint samples for colour analysis and devise a historic colour schedule for the exterior elevations of the Galbraith House.
- Prior to final paint application, samples of these colours should be placed on the building to be viewed in natural light. Final colour selection can then be verified.



Rear elevation

CONDITION REVIEW & CONSERVATION RECOMMENDATIONS



West elevation



East elevation

6.0 MAINTENANCE PLAN

A Maintenance Plan should be adopted by the property owner, who is responsible for the long-term protection of the heritage features of the historic building. The Maintenance Plan should include provisions for:

- Copies of the Maintenance Plan and Conservation Plan to be incorporated into the terms of reference for the management and maintenance contract for the building;
- Cyclical maintenance procedures to be adopted as outlined below;
- Record drawings and photos of the building to be kept by the management / maintenance contractor; and
- Records of all maintenance procedures to be kept by the owner.

A thorough Maintenance Plan will ensure the integrity of the Galbraith House is preserved. If existing materials are regularly maintained and deterioration is significantly reduced or prevented, the integrity of materials and workmanship of the structure will be protected. Proper maintenance is the most cost effective method of extending the life of a building, and preserving its character-defining elements. The survival of historic buildings in good condition is primarily due to regular upkeep and the preservation of historic materials.

6.1 MAINTENANCE GUIDELINES

A maintenance schedule should be formulated that adheres to the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010). As defined by the *Standards and Guidelines*, maintenance is defined as:

Routine, cyclical, non-destructive actions necessary to slow the deterioration of a historic place. It entails periodic inspection; routine, cyclical, non-destructive cleaning; minor repair and refinishing operations; replacement of damaged or deteriorated materials that are impractical to save.

The assumption that newly renovated buildings become immune to deterioration and require less maintenance is a falsehood. Rather, newly renovated buildings require heightened vigilance to spot errors in construction where previous problems had not occurred, and where deterioration may gain a foothold.

Routine maintenance keeps water out of the building, which is the single most damaging element to a heritage building. Maintenance also prevents damage by sun, wind, snow, frost and all weather; prevents damage by insects and vermin; and aids in protecting all parts of the building against deterioration. The effort and expense expended on an aggressive maintenance will not only lead to a higher degree of preservation, but also over time potentially save large amount of money otherwise required for later repairs.

6.2 PERMITTING

Once the project is completed, any repair activities, such as simple in-kind repair of materials, should be exempt from requiring municipal permits. Other more intensive activities will require the issuance of a Heritage Alteration Permit.

6.3 ROUTINE CYCLICAL AND NON-DESTRUCTIVE CLEANING

Following the *Standards and Guidelines for the Conservation of Historic Places in Canada*, be mindful of the principle that recommends “using the gentlest means possible.” Any cleaning procedures should be undertaken on a routine basis and should use non-destructive methods. Exterior elements are usually easily cleaned, simply with a soft, natural bristle brush, without water, to remove dirt and other material. If a more intensive cleaning is required, this can be accomplished with warm water, mild detergent and a soft bristle brush. High-pressure washing, sandblasting or other abrasive cleaning should not be undertaken under any circumstances.

6.4 REPAIRS AND REPLACEMENT OF DETERIORATED MATERIALS

Interventions such as repairs and replacements must conform to the *Standards and Guidelines for the Conservation of Historic Places in Canada*. The building's character-defining elements – characteristics of the building that contribute to its heritage value (and identified in the Statement of Significance) such as materials, form, configuration, etc. - must be conserved, referencing the following principles to guide interventions:

- An approach of minimal intervention must be adopted - where intervention is carried out it will be by the least intrusive & gentlest means possible.
- Repair rather than replace character-defining elements.
- Repair character-defining elements using recognized conservation methods.
- Replace 'in kind' extensively deteriorated or missing parts of character-defining elements.
- Make interventions physically and visually compatible with the historic place.

6.5 INSPECTIONS

Inspections are a key element in the maintenance plan, and should be carried out by a qualified person or firm, preferably with experience in the assessment of heritage buildings. These inspections should be conducted on a regular and timely schedule. The inspection should address all aspects of the building including exterior, interior and site conditions. It makes good sense to inspect a building in wet weather, as well as in dry, in order to see how water runs off – or through – a building.

From this inspection, an inspection report should be compiled that will include notes, sketches and observations. It is helpful for the inspector to have copies of the building's elevation drawings on which to mark areas of concern such as cracks, staining and rot. These observations can then be included in the report. The report need not be overly complicated or formal, but must be thorough, clear and concise.

Issues of concern, taken from the report should then be entered in a log book so that corrective action can be documented and tracked.

An appropriate schedule for regular, periodic inspections would be twice a year, preferably during spring and fall. The spring inspection should be more rigorous since in spring moisture-related deterioration is most visible, and because needed work, such as painting, can be completed during the good weather in summer. The fall inspection should focus on seasonal issues such as weather-sealants, mechanical (heating) systems and drainage issues. Comprehensive inspections should occur at five-year periods, comparing records from previous inspections and the original work, particularly in monitoring structural movement and durability of utilities. Inspections should also occur after major storms.

6.6 INFORMATION FILE

The building should have its own information file where an inspection report can be filed. This file should also contain a log book that itemizes problems and corrective action. Additionally, this file should contain building plans, building permits, heritage reports, photographs and other relevant documentation so that a complete understanding of the building and its evolution is readily available, which will aid in determining appropriate interventions when needed.

The file should also contain a list outlining the finishes and materials used, and information detailing where they are available (store, supplier). The building owner should keep on hand a stock of spare materials for minor repairs.

LOG BOOK

The maintenance log book is an important maintenance tool that should be kept to record all maintenance activities, recurring problems and building observations and will assist in the overall maintenance planning of the building.

Routine maintenance work should be noted in the maintenance log to keep track of past and plan future activities. All items noted on the maintenance log should indicate the date, problem, type of repair, location and all other observations and information pertaining to each specific maintenance activity. Each log should include the full list of recommended maintenance and inspection areas noted in this Maintenance Plan, to ensure a record of all activities is maintained.

A full record of these activities will help in planning future repairs and provide valuable building information for all parties involved in the overall maintenance and operation of the building, and will provide essential information for long term programming and determining of future budgets. It will also serve as a reminder to amend the maintenance and inspection activities should new issues be discovered or previous recommendations prove inaccurate.

The log book will also indicate unexpectedly repeated repairs, which may help in solving more serious problems that may arise in the historic building. The log book is a living document that will require constant adding to, and should be kept in the information file along with other documentation noted in section 6.6 Information File.

6.7 EXTERIOR MAINTENANCE

Water, in all its forms and sources (rain, snow, frost, rising ground water, leaking pipes, back-splash, etc.) is the single most damaging element to historic buildings. The most common place for water to enter a building is through the roof. Keeping roofs repaired or renewed is the most cost-effective maintenance option. Evidence of a small interior leak should be viewed as a warning for a much larger and worrisome water damage problem elsewhere and should be fixed immediately.

6.7.1 INSPECTION CHECKLIST

The following checklist considers a wide range of potential problems specific to the historic building such as water/moisture penetration, material deterioration and structural deterioration.

EXTERIOR INSPECTION

Site Inspection

- Is the lot well drained?
- Is there pooling of water?
- Does water drain away from foundation?

Foundation

- Moisture: Is rising damp present?
- Is there back splashing from ground to structure?
- Is any moisture problem general or local?
- Is uneven foundation settlement evident?
- Do foundation openings (doors and windows show: rust; rot; insect attack; paint failure; soil build-up?

Condition of Exterior Painted Materials

- Paint shows: blistering, sagging or wrinkling, alligatoring, peeling. Cause?
- Paint has the following stains: rust, bleeding knots, mildew, etc. Cause?
- Paint cleanliness, especially at air vents?

Windows

- Is there glass cracked or missing?
- If the glazing is puttied has it gone brittle and cracked? Fallen out? Painted to shed water?
- If the glass is secured by beading, are the beads in good condition?
- Is there condensation or water damage to the paint?
- Are the sashes easy to operate? If hinged, do they swing freely?
- Is the frame free from distortion?
- Do sills show weathering or deterioration?

Doors

- Do the doors create a good seal when closed?
- Are the hinges sprung? In need of lubrication?
- Do locks and latches work freely?
- Is the glass in good condition? Does the putty need repair?
- Are door frames wicking up water? Where? Why?
- Are door frames caulked at the cladding? Is the caulking in good condition?
- What is the condition of the sill?

Gutters and Downspouts

- Are downspouts leaking? Clogged? Are there holes or corrosion? (Water against structure)
- Are downspouts complete without any missing sections? Are they properly connected?
- Is the water being effectively carried away from the downspout by a drainage system?
- Do downspouts drain completely away?

Roof

- Are there water blockage points?
- Are flashings well seated?
- Are metal joints and seams sound?
- If there is a lightening protection system are the cables properly connected and grounded?
- Is there rubbish buildup on the roof?
- Are there blisters or slits in the membrane?
- Are the drain pipes plugged or standing proud?
- Are flashings well positioned and sealed?
- Is water ponding present?

6.7.2 INSPECTION CYCLE

Daily

- Observations noted during cleaning (cracks; damp, dripping pipes; malfunctioning hardware; etc.) to be noted in log book or building file.

Semi-annually

- Semi-annual inspection and report with special focus on seasonal issues.
- Thorough cleaning of drainage system to cope with winter rains and summer storms
- Check condition of weather sealants (Fall).
- Clean the exterior using a soft bristle broom/brush.

Annually (Spring)

- Inspect foundation for cracks, deterioration.
- Inspect metal elements, especially in areas that may trap water.
- Inspect windows for paint and glazing compound failure, corrosion and wood decay and proper operation.
- Complete annual inspection and report.
- Clean out of all perimeter drains and rainwater systems.
- Touch up worn paint on the building's exterior.
- Routine cleaning, as required.

Five-Year Cycle

- A full inspection report should be undertaken every five years comparing records from previous inspections and the original work, particularly monitoring structural movement and durability of utilities.
- Repaint wood windows every five to fifteen years.

Ten-Year Cycle

- Check condition of roof every ten years after last replacement.

Twenty-Year Cycle

- Confirm condition of roof and estimate effective lifespan. Replace when required.

Major Maintenance Work (as required)

- Replacement of deteriorated building materials as required.

SURREY HERITAGE ADVISORY COMMISSION - MINUTES
WEDNESDAY, MARCH 16, 2016

D. NEW BUSINESS

1. PLANNING & DEVELOPMENT

- (a) **Galbraith House (13756 112 Avenue) Proposed Heritage Revitalization Agreement (HRA)**
File: 6800-20

It was Moved by Commissioner Hol
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory
Commission (SHAC) recommends that Council:

1. Receive the "Galbraith House (13756 112 Avenue) Proposed Heritage Revitalization Agreement" as information;
2. Endorse the Galbraith House Heritage Revitalization Agreement (HRA); and
3. Recommend that the Galbraith House (13756 112 Avenue) be added to the Surrey Heritage Register.

Carried